

**LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
May 4, 2011**

I. CALL TO ORDER

Selectman Byam called this meeting to order at 6:15 p.m. on Wednesday, May 4, 2011 in the large meeting room in Citizens' Hall.

Those persons present were as follows:

Members

Present: Arnie Byam & Donnie Sawin

Staff

Present: TA Bingham, RA Perry

Public

Present: Jessie Salisbury,

Media

Present:

Recorder: Kate Thorndike

I. AGENDA ITEMS

6:30 – Approval/Correction of Minutes as needed.

Review and signing warrants and correspondence, etc.

6:50- Meeting updates and reports – Wilton Selectmen’s meeting

7:00 – Appointment – Road Agent Kent Perry – paving plan and blacktop prices

7:30 - CITIZENS’ OPEN FORUM

7:50 – Town Administrator Report:

Special Election –May 17

Safe Routes to School Presentation – May 19

Public Hearing Announcement

Mainstay Technologies coming on Friday

New copier delivered

8:10 –Old Business:

Job description for maintenance person

Health Insurance Comparison-School care Insurance Plan

8:30 – New Business:

Center Hall Check list

Personnel Policy –start a review

II. ADJOURNMENT 9:00

Approval/Correction of Minutes as needed.
Review and signing of warrants and correspondence, etc.

Selectman Sawin moved to accept the minutes from 4-27-11 as written. **Selectman Byam** seconded the motion, so moved.

VOTE: Selectmen Byam and Sawin voted in favor, and Chairman Byam declared the motion to have carried unanimously (2-0).

Meeting updates and reports – Wilton Selectmen’s meeting
Selectman Byam: There is another meeting in two weeks.

Appointment – Road Agent Kent Perry – paving plan and blacktop prices
RA Perry asked the Board to approve paving on Old Temple and Putnam Hill due to pending paving price increases. Paving will start within a week or so. A brief discussion followed on budgeting, alternative roads and future road/culvert work. **Selectman Byam** asked **TA Bingham** to keep a close eye on the budget.

CITIZENS’ OPEN FORUM

Jessie Salisbury: Across from the RR track, part of the R.R. Station foundation is still visible. The Common committee is hoping to grate it out and put up a historical marker in hopes of keeping people from parking there. It is mostly bricks. Color scheme for flowers was decided and we enlarged the planting area.

Town Administrator Report:

-Special Election –May 17:

-Safe Routes to School Presentation – May 19: rescheduled for 3:30 pm.

-Public Hearing Announcement: Con Com Commission/ N. Lyndeborough sand lot in this weeks’ Cabinet. **Chairman Byam:** Let the ConCom tie it up for a future purchase at Town Meeting. *Brief discussion followed re: options for future purchase.*

-Mainstay Technologies coming on Friday:

-New copier delivered: IT will be networking the office on Friday

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Old Business:

-Job description for maintenance person: **TA Bingham:** I simplified the job description and open to suggestions. *Brief discussion followed.* **Chairman Byam** asked **TA Bingham** to put it on the agenda...**ACTION...** for next week.

-Health Insurance Comparison-School care Insurance Plan:
TA Bingham: I'd like to table until next week...**ACTION.** School care uses Cigna.

-Audit prep continues for next week.

New Business:

-Center Hall Check lists: One for the Town office and one to be posted at the hall for the renter's information. **Chairman Byam** will remind **Chief McQuade...ACTION to provide** a seating diagram for Center Hall to the town office as well as to confirm the maximum room capacity. **TA Bingham...ACTION will email** the lists to **Selectman Boette.** *The Board offered their suggestions...*

-Keith Pike at Citizens' Bank; met with him and he's going to make a presentation to the town in a week or two. *Bank comparison discussion followed...*

-Personnel Policy –start a review: The Policy has gone to LGC for recommendations and direction and then the Board will review. They also sent a template. **ACTION...TA Bingham** will check with LGC and DOL re: sexual harassment classes.

-Memorial Day: Police communication and flags

Walter Holland and Lorraine Strube came in ...

Walter Holland: The parade steps off from the school at 1:00.

Lorraine Strube: I'm taking care of the flags.

Walter Holland: Can we get some loam for the common?

Selectman Sawin: Whatever happened with looking into the AED devices for the town? **ACTION...TA Bingham** will look into options and speak with **Chief McQuade** about the FD's involvement. **Selectman Sawin:** We really should have them and we're running up against the deadline.

-Generator: **Andy Frink:** He expressed similar concerns to the ones that Bob Greenwood had spoken of. Andy said that the present generator fired up fine when they were here. He is going to email with specifics soon. *Discussion followed* **ACTION...Jim will schedule Andy Frink** to come in next week to meet with the Board for further discussion. The Board will make a final decision next week.

Emergency Siren discussion...

III. ADJOURNMENT

All scheduled items having been addressed, Selectman Byam moved to adjourn; Selectman Sawin seconded the motion.

VOTE: Selectman Byam called for a verbal vote on the motion. All members voted in favor.

Selectman Byam then declared the meeting to be adjourned at 8:45 p.m.

Date: May 4, 2011
Kate Thorndike, Recorder

Arnold A. Byam, III, Chairman

Donald R. Sawin

Kevin J. Boette

APPROVED BY THE BOARD OF SELECTMEN ON MAY 11, 2011