

**LYNDEBOROUGH BOARD OF SELECTMEN  
WORK SESSION MINUTES  
JUNE 8, 2011**

**I. CALL TO ORDER**

**Chairman Byam called this meeting to order at 6:30 p.m. on Wednesday, June 8, 2011 at the Library.**

**Those persons present were as follows:**

**Members**

**Present:** Arnie Byam, Chair, Donnie Sawin, Kevin Boette

**Public**

**Present:** Lee Mayhew

**Staff**

**Present:** Kate Thorndike, Captain Tom Burke, RA Perry, FC McQuade

**Recorder:** Kate Thorndike

Action Item List:

The board members reviewed and updated the action item list, approved the minutes from 6-1-11 and signed Selectmen's office paperwork.

Appointment – Captain Tom Burke:

**Non-public Session RSA 91-A: 3 II (a) *Personnel***

**Selectman Byam moved to go into a non-public session regarding reputation under the provisions of Non-public Session RSA 91-A: 3 II (a). Selectman Sawin seconded the motion, so moved.**

**VOTE: Selectmen Byam, Sawin and Boette voted in favor, and Selectman Byam declared the motion to have carried unanimously (3–0). The Board then went into nonpublic session, as recorded separately, at 6:28 p.m. The Board returned to public session at 6:33 p.m.**

**Captain Burke** then gave a status report on the Police Department to the Board which is listed on separate cover following these minutes. He also briefly discussed his recommendation and preference to hold onto the Crown Vic. Police vehicle once the new Tahoe comes in. The Board decided to proceed with putting that vehicle out for bid. It was their opinion that the department did not need a third, extra cruiser. The Board discussed the

police budget and handling of part-time and full-time wages as well as fuel expenses and animal control.

**Motion: Selectman Sawin moved to approve the July Police Department schedule. Motion was seconded by Selectman Boette. Motion passed 3-0.**

**Fire Chief Rick McQuade** came before the Board and filled them in on the MCI drill which was a successful learning experience for the Fire Department. **Selectman Boette:** Great job on the drill. **Selectman Byam:** Everyone worked really well together. **FC McQuade:** I will be putting out a report from all the evaluators on the drill and will make sure that he Board gets a copy. One of the things that we learned was that the EMS side of the incident was kind of light meaning more personnel from the ambulance side would have made more available firefighter personnel for the rescue side of things. We need to be able to adapt to EMS needs as well as handle rescue. There were twelve different towns involved and it was a success.

Appointment – RA Perry:

**RA Perry** discussed some different paving options with the Board. There was also some conversation on fixing some roads that were recently paved and are cracking. This will be on hold until the final paving numbers come in. The Board inquired about changes to mowing wages and personnel. It appears changes were made to both without authorization. Kent will speak with Jen Dumont to clarify the hiring and salary policies as well as to discuss the need for safety equipment when mowing and weed whacking. The Board also emphasized the importance of Kent reporting any and all accidents/property damages immediately. Kent filled the Board in on his summer projects some of which included blasting on Pinnacle, culvert work, brush cutting, road grading and re-graveling New Road. The 1989 has transmission issues and will be parked until next year. The salt really did a number on a lot of Highway's equipment. The prison community service crew will be in town next week to do several jobs.

There was a brief discussion on new employee orientation, safety training if applicable and a signed receipt of the personnel policy manual.

**Selectman Sawin** moved the Board request that Sharon Kinney, Health Officer investigate reported mold issues at the Lyndeborough Central School. Copies of that request letter will be sent to Trevor Ebel, Superintendent and Geoff Brock, Chairman, School Board. **Selectman Boette** seconded the motion, so moved.

The Board agreed that Sharon Kinney should proceed with the project of determining special needs and getting a documented registry of those individuals and needs. It was suggested that she start with FC McQuade who may already have some information in place and then proceed as she determines appropriate.

**Chairman Byam** left the meeting due to the threat of bad weather and there was a brief discussion on the future of the Town Office which will be continued at next week's meeting.

**Selectman Sawin** called for a motion to adjourn. **Selectman Boette** so moved, seconded by Selectman Sawin and the motion passed unanimously.

The Work Session was adjourned at 10:04 p.m.

**Date: June 8, 2011**  
**Kate Thorndike, Recorder**

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**Arnold A. Byam, III, Chairman**

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**Donnie Sawin**

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**Kevin Boette**

***APPROVED BY THE BOARD OF SELECTMEN ON JUNE 22, 2011***