

**LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
February 1, 2012**

Members Present: Chairman Arnie Byam, Donnie Sawin

Staff Present: Town Administrator Burton Reynolds, Administrative Asst. Kate Thorndike

Public Present: Jessie Salisbury and Fred Douglas

Media Present:

Recorder: Kate Thorndike

I. Call to Order–6:30 p.m.

- 1. Pledge of Allegiance**
- 2. Roll Call**

II. Appointments

6:30PM Angel Berkebile – Building Cleaning

III. Approval of Minutes, Manifests, and Items For Signature

The Board of Selectmen had a brief “meet and greet” with Angel who will be replacing Brenda McQuade. They discussed the hours, duties, etc.

6:40 PM Walter Holt – Center Road Garage

Wally: The town has got a good building there. The roof is very good. I would suggest some vinyl siding to protect what’s there and limit future maintenance. It does need a concrete floor which I’ve got a quote for. The doors need casings but I think I can make the overhead doors and the side door work. Approximate estimate: \$4,100 for the job plus the concrete floor.

The second floor is undersized and will provide some limited and light storage. The highway department can do some serious weed whacking around the garage. FD can handle the burn of the house and still protect the garage. It will provide a great space for EOC storage and is a good future investment for the town. Some kind of alarm system would be necessary.

TA Reynolds suggested the possibility of the Explorers doing some cleanup in the building.

There was a brief discussion on protecting the longevity and integrity of the concrete due to the wet nature of the surrounding land. Several suggestions were offered including, poly coating, spray foam and sealant. Wally will look into options. The first objective is to get the building

weather tight and useable and then the specific FD, Highway, LEPC uses will be discussed in more detail.

The Board of Selectmen met with Fred Douglas:

Fred Douglas came in to talk with the Board about an exemption issue that he has on his property in relation to Improvements that were made to his home to assist his disabled son. He sent a letter to the BOS in December regarding an exemption being removed from his property. He has spoken with Todd Haywood, the town assessor. However, he still doesn't know where it stands and is requesting more information. He also shared some of the specifics of these handicapped building improvements with the Board and questioned whether the data had ever been properly assessed under this exemption. **Chairman Byam** assured Mr. Douglas that the Board would be in contact with Todd Haywood to clarify the situation and make sure that he got his questions answered. **Kate Thorndike** will have Todd Haywood contact Mr. Douglas again to discuss his assessment card for clarification and specifics and also to walk through the house to make sure that both parties agree on what improvements are listed and also that they are properly assessed and/or exempted. A meeting with all parties will follow to confirm the details, make sure that everyone understands and to close out the issue.

IV. Old Business

1. Budget Review

Budget Review:

TA Reynolds gave the BOS an update of last night's Budget Meeting. The Budget summary is being done and will be handed out to the Public for the Public Hearing and also used for the Town Report.

One change: \$300 was added for the Lyndeborough Views and there will also be a change/addition for FD. **TA Reynolds** is waiting to get some information from **Chief McQuade** before that can be finalized.

TA Reynolds asked the BOS to take a look at the budget in preparation for the Public Budget Hearing. The operating budget has gone down and the objective is to catch up and get these Capital reserve funds back on track. Next year the Capital Reserve Funds will be where they need to be so that will leave some room for the Operating Budget to grow a little bit. The Operating Budget is less even with the increase that we put into the highway budget for the paving plan.

2. **2010 Encumbrances:**

- Highway radios
- John Deere lease
- Generator...let that lapse
- Center Hall...\$1,000 encumber it for the sill along with the Budgeted \$500
- Storage unit...\$3,000
- Citizens hall...\$4,900 money for the furniture
- Fire Gear. 19,600
- PD Services...1,600...let it lapse

Town Hall Painting:

RA Perry got confirmation that the prisoners can paint on a lift. Check with McEntees to see if the town could use their lift due to the expense of renting one. Paint the two road faces and then the other sides later. A little odd because then you'll have two sides that are grey and two that are white. However, the \$2,000 that we have for Citizens' Hall is not going to pay for the paint, supplies and sandwiches.

Selectman Sawin: Paint quote: Paint/primer with a 50 year warranty. \$53.00 a gallon. The town office will do some research on the last paint job to get some estimates.

Jessie Salisbury: the sign that Clayton repaired was made in the 1940s.

Selectman Sawin: Karen Grybko made a request for some new chairs for Center Hall? 30 or so?

Open Forum:

Jessie Salisbury: Display case is being changed over to the Historical Society including old calling cards, earlier cookbooks and some Grange items.

Purchasing Policy:

TA Reynolds: Is this how you would like it to be? **Selectman Byam:** Want to make sure that we're following the policy. It will be handed out at the next Department head meeting for discussion and reminder.

Selectman Byam: Are there state bid on tires for the Highway?

Town Warrant:

TA Reynolds: I am suggesting that we use explanations following each warrant article. They need to be informative but neutral. He will work on those and send them out to the Board. The Board reviewed each article and made a couple of changes.

Article 8-Phil Brooks will come to the meeting and be prepared to use some pictures to explain the support systems at Center Hall. A power point projector for use in the explanation would be helpful.

There was a discussion on having general capital reserve fund names instead of specific names. **TA Reynolds** believes that keeping them separate lessens the risk of the town voting not to fund an entire fund due to non-support of one vehicle that is in the general fund.

Brief discussion on some dispatch options: MAC base contract is up next year so we'll be renegotiating another deal. Host a SPOTS meeting at Citizens hall.

Salary Plan: TA Reynolds: Don Guertin asked at last night's meeting whether or not the Board had decided on a salary plan or not. I told the Budget Committee that it had not been decided. Is there anything else that you need from me? There was a brief salary plan discussion and the Board decided that due to Selectman Boette's absence they would discuss it further next week.

Adjournment:

All scheduled items having been addressed. **Sawin** moved to adjourn the meeting at 8:35 p.m.; **Chairman Byam** seconded the motion.

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

Chairman Byam then declared the meeting to be adjourned at 8:35 p.m.

Date: February 1, 2012
Kate Thorndike, Recorder

Arnold A. Byam, III
Chairman

Donald R. Sawin

Kevin J. Boette