

**LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
October 24, 2012**

Members Present: Chairman Arnie Byam, Donnie Sawin & Kevin Boette

Staff Present: Town Admin Kate Thorndike

Public Present: Lee Mayhew and CIP committee members: Chair Burton Reynolds, Bill Ball, Karen Grybko, Bob Lewis, Don Guertin and Pauline Ball

Media Present:

Recorder: Pauline Ball

Approval of Minutes, Manifests, and Items for Signature

The Board addressed all items that needed their signature.

Business:

6:30 p.m. Town Administrator's Update

- **Wilton/Lyndeborough Apportionment error**

TA Thorndike said that she has been contacted by the Select Board in Wilton concerning the apportionment error and she is waiting for a written response on this issue from town counsel which should be in before the weeks end. In her discussion with Atty. Drescher it is his opinion, the Board of Selectmen does not have the authority to pay back the funds. There's a system in which the Board can approve or question the numbers that were set in the document but it is the Dept. of Education that submits the paperwork to the DRA for their review and when it is returned to that body; any concerns must be stated within ten days. Apparently no concerns were brought up during that time; therefore authority to do anything on the error has been lost.

TA Thorndike said that the error was made by the Dept. of Education, missed by the DRA as well as the towns of Wilton and Lyndeborough. No further action was taken and the Board will wait and read town counsel's report.

- **Morrison Update**

Selectman Boette asked for an update on the letters of noncompliance sent to Al Morrison. **TA Thorndike** explained that the letters went out last week and he has thirty days to respond.

- **Building Inspector/Code Enforcement Officer position**

TA Thorndike asked if the Board wanted to schedule an interview with the individual recommended by Building Inspector Peter Hopkins and should the position be posted, as well. The Board agreed that the position should be posted and that they would also like to talk to the person being recommended by the building inspector.

- **Granite State Future/NRPC**

TA Thorndike explained that NRPC have a new grant motivated program and they have been setting up information boxes containing pamphlets in the surrounding towns. They are looking for ideas from residents on what would be important to see for their community's future. NRPC representatives are requesting some time to meet with the Board to discuss this program before putting together a regional plan in an effort to support individual towns. The Board agreed that the town administrator schedule a time on a future agenda for this meeting.

- **Halloween**

TA Thorndike met with the group who will be handling the Halloween hayride event next Wednesday. This year Jessica and Mark Chase, Steve Vergato and Daniel Depont will run the event. She asked the Board for their approval because it is an event sponsored by the town. The Board thought that they had voted on this last year but agreed to do it again and make it an annual event.

VOTE: Selectman Boette made a motion to sanction the "Halloween in the Village" town event and hayride, annually. **Selectman Sawin** seconded the motion and the VOTE in favor of the motion passed unanimously.

It was also noted that the Board of Selectmen will not have a meeting scheduled for Wednesday, October 31st because of this event.

- **Employee appreciation/awards ceremony**

After some discussion on a date for this ceremony, the Board agreed that it would be held on Tuesday, November 20th.

TA Thorndike told the Board that she spoke to Don Guertin, Chair of the Budget Committee about scheduling for budget meetings and they have decided to push the time out further than normally scheduled. **The first meeting will be in late November.**

Open Forum:

No scheduled items were placed on the agenda for an open forum discussion. Fire Chief Rick McQuade, who arrived at this time, answered Selectman Boette query on when the red house on Center Road was scheduled to be burned. Chief McQuade said that he has been unable to find an instructor who must be present at the scene. All other preparations have been completed for this event.

Chief McQuade said that he will be meeting with the Fire Marshall after he identifies reports on any past suspicious fire events. **Selectman Boette** asked if the department has a backup program for their reports. Chief McQuade replied that they go through the KMA website to access information; a service that is renewed each year. **TA Thorndike**, referring to a discussion with the Primex representative, asked Chief McQuade if all his members were NIMS (National Incident Management Service) certified. Chief McQuade said that most of the members are certified with the exception of a few new members.

Appointments:

7:15 p.m. CIP Committee – 2013-2018 Proposed Capital Improvement Plan

CIP Chair Burton Reynolds explained that most of the items on the plan have been on the schedule for some time. Each year the objective is to keep the bottom line as close as possible to the year before. One challenge is adjusting the project due date so that these replacements come due in a different year to avoid having more than one in any given year. In 2017, we have an unusual example because the plan has replacements for the Mack truck, a police vehicle and the rescue truck. If the plan works well, funding will be there when it is needed. He noted that in 2014, the challenge will be to find funds for the Pinnacle Road repair which is scheduled for 2017.

B. Reynolds said that the department heads met with TA Thorndike who completed the math on the work forms. He then adjusted the CIP spreadsheet accordingly.

He directed the Board's attention to the spreadsheet and explained the following replacements:

Fire Department:

'84 Tanker.....due in 2014.....purchase chassis only and install existing tank onto the new body.

'94 Pumper.....due in 2022.....repair was completed this year and the vehicle is working well

'02 Rescue.....due in 2017...decision was made to purchase a total replacement; existing box will be kept until that time.

'05 Pumper.....due in 2033...funding will begin in 2013

Police Department:

'09 4WD vehicle...due in 2013....purchase will be held off until the fall of 2013.

All other vehicles are on the four year replacement schedule. **Selectman Boette** also said that the vehicle's purchase could be extended further, if needed.

Highway Department:

B. Reynolds said that the road agent did some research on replacement cost to make sure his figures were accurate.

'08 Volvo Truck.....due in 2023.....increase in funding amount, no funding prior to 2013.

'02 Mack Truck.....due in 2017.....5 payments remaining.

'02 Grader.....due in 2022....\$69,000 paid prior to 2013; continued funding because of the high cost of this item.

At this time, Mr. Reynolds noted on the spreadsheet that in 2014 there is zero funding but in 2015, the amount doubles to \$50,000. He is attempting to avoid a spike in the bottom line for 2014. He added that the funding for the Police Space has been pushed out until 2015. After reviewing an updated Bond Run, he found out that the Bond Bank has two issuance dates, Spring and Fall. An issuance in the Fall requires the first interest payment due in August 2015.

B. Ball asked if funding for one item could be reallocated for another item. Mr. Reynolds replied yes but it needs a two-thirds majority vote at town meeting. Funding can be moved from one Capital Reserve Fund (CRF) to another or it can be repurposed for something different. Also you combine all vehicles for a department in one fund and all equipment in another; but when individually itemized, there's more flexibility and transparency.

'07 One Ton.....due in 2016.....will keep stainless steel dump body

'09 One Ton.....due in 2018.....will keep stainless steel dump body

Mr. Reynolds said that the road agent would like to have more options for a sturdier vehicle when replacing these One Ton trucks; plow frames and plows will be included in the funding.

'08 Backhoe.....due in 2023.....funding is scheduled to begin in 2015

'09 Backhoe/Loader.....due in 2019.....bought used; \$56,500 paid prior to 2013.

Road Improvements:

Pinnacle Road paving....due in 2014....\$100,000; preliminary repairs to be done in 2013.

TA Thorndike told the Board and the CIP committee that the road agent asked about a cost difference between 1 ½ in. and 1 ¾ in. base. He was told that the 1 ½ in. would cost more because of the condition of the road and a different product would be needed to support the base. B. Reynolds explained that the road agent will be doing the repairs to the road before it is paved; therefore 1 ½ in. would be satisfactory. **TA Thorndike** said that the road agent thought that 1 ¾ in. would be preferable. **Selectman Boette** asked if the remaining \$29,000 mentioned by RA Perry at their last meeting would be used to offset some of the cost. B. Reynolds said that this should be discussed later.

Police Space:

B. Reynolds said that this item is just a place holder and a new bond run will be needed when a decision is made to go forward with an expansion. **Chairman Byam** said that the Police Department space is not adequate. **Selectman Sawin** also stated that more space is needed and the use of the Wilton Police Department is only a temporary solution.

Selectman Boette thought that a plan should be discussed after the town experiences two consecutive years with a good police department. B. Reynolds said that this would not be a CRF because of the cost involved and a bond would have to be approved at town meeting. **Selectman Sawin** said that the overall structure was not the concern; the issue is the criteria to meet the current standards for a police department.

Bridges:

B. Reynolds explained that they have re-submitted their application for a new series of Hazard Mitigation grants for funding of the Johnson Corner Rd. project.

B. Reynolds said that he has discussed trying to **extend** the life of the culvert on Pettingill Hill Road by using a technique to protect the culvert from further erosion until replacement can be funded through the Bridge Aid program.

On another issue, Karen Grybko asked the Board which budget should be used to pay for the expense incurred by the Lafayette Artillery during the Community Day event. She stated that the expense totaled about \$100 for the ammunition and gun powder used by the artillery. After a brief discussion, the Board agreed that K. Grybko should put this request into the Community Day budget as a line item.

Adjournment:

All scheduled items having been addressed, the public meeting was closed at 8:00 p.m.

The Board of Selectmen and the Town Administrator went into a non-public session to discuss Personnel (a) issues.

Date: October 24, 2012

Pauline Ball, Recorder

Arnie A. Byam, III
Chairman

Donald R. Sawin

Kevin J. Boette