

**LYNDEBOROUGH BOARD OF SELECTMEN  
MEETING MINUTES  
January 2, 2013**

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

**Staff Present:** Town Admin Kate Thorndike and Road Agent Kent Perry

**Public Present:** Trevor Courtney, Chad Gibson and Pete Kelleher of Mascenic High School, Burton Reynolds, Richard Herfurth and Stanley Green

**Media Present:** Jessie Salisbury and Dave Anderson                      **Recorder:** Pauline Ball

**Approval of Minutes, Manifests, and Items for Signature:**

The Board addressed all items that needed their signature.

**Appointments:**

**6:30 p.m. Trevor Courtney, Principal of Mascenic High School; Plaque Presentation**

TA Thorndike introduced Trevor Courtney who asked to acknowledge the donation of equipment made by the Lyndeborough Fire Department to the Mascenic High School. Mr. Courtney thanked the Board for the valuable donation to the school and asked Peter Kelleher, the school fire fighter program director, to make the presentation. Mr. Kelleher said that the plaque was in appreciation of the Fire Department's support in this school program by recently donating a number of airpacks to be used in training. Although the equipment has not been used because it is being serviced, the training will begin in the Spring term. He mentioned that there are 8 students (juniors and seniors) in the present program and they already have 13 students registered for the 2013-14 class (predominately girls). The program will be changed from a Spring program to one in the Fall and may include EMT training. Mr. Kelleher invited the Board to come and visit the school to observe a training session.

**6:45 p.m. Trustees of the Trust Fund (Richard Herfurth and Stanley Green); Investment options**

Stanley Green said that the Trustees of the Trust Fund are responsible in overseeing Cemetery and Capital Reserve investment funds. The auditors have requested that the Trustees develop an investment policy and to set up a yearly budget. They recently met with Warren Mackinson of Mackinson & Company, a professional investment company that works with a federal savings bank (National Advisors Trust Co.). Their funds are in secured accounts and supervised by the Office of the Currency and FDIC. The Trustees are looking to improve their investment return. Presently, with PDIP, the accounts are earning .1 or .2 % annually; looking at inflation, the accounts are losing money.

Capital Reserve accounts must be invested conservatively (bonds and money market) which yield about 4.8% annually and an average of 4.89% over a ten year period. The Trust accounts can be more aggressive; long term stocks can be considered which average about 10.3% annually and 6.8% over a ten year period.

On line accessibility to information on a secure database is available and can be retrieved at any time. The company is in compliance with all the RSAs and supply a full bookkeeping service (annual town report and MS forms are included in the cost.) Trust fund management fees can be automatically taken from the account by the investment company but no funds can be taken out of capital reserve funds; therefore the company invoices four times a year based on the balance, at that time. PDIP management fees cost \$3500 per year and the proposed budget request will be for that amount.

Mr. Green said that there are no contracts and service can be terminated at will. The investment company is also willing to complete the 2012 annual town report and MS forms. He added that the Trustees liked the information presented at their meeting.

**Selectman Boette** asked for the balances in the trustee and capital reserve accounts. The Trustee account has a balance of \$100,000 and the CRF account has \$650,000. He suggested looking at other offers from investment companies that specialize in municipal funds before making a decision. When this budget is presented to the Budget Committee the \$3500 management fee mentioned above can be used as a place holder.

Richard Herfurth said that they have looked at the 10 year average on returns as well as risk assessment. Right now, capital reserve investments are 99% in bonds and trust investments are 25% in stocks and 75% in fixed income.

It was suggested that the trustees should be present at the budget meeting to explain this proposal. **TA Thorndike** thought it was necessary to find out from alternative sources what percentage they charge for their services, so that they can make a comparison.

**Open Forum:**

No scheduled appointments at this meeting.

**New Business:**

- **Encumbered Funds for 2012**

Before addressing the list of encumbered funds, **TA Thorndike** asked **RA Perry** to explain his concern with the town barn roof. **RA Perry** said that the edge of the two seamed rubber roof has peeled off more extensively after the last storm. This problem had been discussed some time ago and should be repaired as soon as possible because it is located where their supply of salt is stored.

**TA Thorndike** said that they have filed an insurance claim and are waiting for a figure; there's also a \$1000 deductible. She received two quotes on a repair to fix the

damaged area (\$8900 and \$10,900). Also two quotes on replacing part of the roof (\$25,000 and \$32,000 with an overlay over the decking). A full replacement of the entire roof will cost \$55,000. The Board agreed that the roof repair should go forward.

**TA Thorndike** asked **RA Perry** to explain the suggested purchase of a 1 year old used plow. **RA Perry** said that there was a plow valued at \$9000 that is available for \$6000. This would replace the plow that they have been holding together (photos submitted) because he is unable to find spring assembly parts because they are considered “ancient.” After a brief discussion, the Board agreed that this used plow should be purchased.

The Board went through the following list of encumbered funds:

|  |          |
|--|----------|
| Highway Block Grant.....used for the Center Road repair..... | \$22,463 |
| Supplemental Roof Supports at Center Hall.....               | 10,000   |
| Repairs to Center Rd Garage.....                             | 6,000    |
| Desk and Cabinets for Town Administrator.....                | 1,750    |
| Highway Roof Repair.....                                     | 10,000   |
| Cemetery-purchase of 300 flag holders.....                   | 1,850    |
| Cemetery- remove large tree at South Cemetery.....           | 1,800    |
| 2009 4WD Police vehicle replacement.....                     | 14,000   |
| Highway Plow (Block Grant).....                              | 6,000    |
| Furnace Repairs at Citizens’ Hall.....                       | unknown  |
| Total.....   | \$73,863 |

The Board will vote on the approval of this list at the next meeting.

**• Health Care Options**

**TA Thorndike** did a comparison chart on health insurance cost but was not presenting LGC options. She preferred Schoolcare which is doing an excellent job and is comparable to LGC.

Presently the town has HMO plan and she pointed out the two other options.....OA+ and CHDP (Consumer Driven Health Plan). OA+ is similar to HMO but it has a deductible and a co-pay (80/20). The HMO does not. CHDP has a lower premium cost but is a high deductible plan (\$2000/person & \$4000/family). After looking at all the comparisons, the Board agreed that it would be preferable to stay with the HMO plan.

**• NH DOT**

**TA Thorndike** received a letter from NHDOT saying that the town maybe potentially qualified for an \$186,000 improvement program in which DOT will provide the town matching funds to make improvements to the area of Brandy Brook Road and the railroad crossing; if there is any interest, they will come and talk with the Board about the

program. After a brief discussion, it was agreed that a letter should be sent back notifying them of their interest in reviewing the plan.

**TA Thorndike** also mentioned a notification of a meeting at the Milford Town Hall on January 8<sup>th</sup> at 7:00 to discuss with NHDOT the intersection of 101 near Market Basket and the Irving intersection. **Chairman Byam** agreed to attend the meeting.

**Old Business:**

**Executive Budget review**

**TA Thorndike** went over some of the changes made to the budget at the December 19<sup>th</sup> work session:

- Electricity..... figures were adjusted on all accounts based on which percentage of electricity had been impacted.
- Executive:.....\$10,000 was added for potential training of a bookkeeper
- Financial.....Computer Software; additional expense included “Lab Tech” program installed to allow monitoring internally (\$100 per month component)
- Dental Insurance.....noted added (\$687.19 premium holiday offset on revenue side
- Property & Liability Insurance.....note added (offset on the revenue side with Contribution Holiday of \$4125)
- Wilton Youth Center/Goss Park.....2013 request (\$5180) same as 2012; Profit and Loss Overview for 2013 was submitted

The Board will finalize this budget at the next meeting on January 9<sup>th</sup>.

**Adjournment:**

All scheduled items having been addressed, the public meeting was closed at 8:10 p.m.

Date: January 2, 2013  
Pauline Ball, Recorder

Arnie A. Byam, III  
Chairman

Donald R. Sawin

Kevin J. Boette

**APPROVED BY THE BOARD OF SELECTMEN ON JANUARY 09, 2013**