

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
October 29, 2014
FINAL

Members Present: Chairman Fred Douglas, Selectman Arnie Byam and Selectman Lee Mayhew

Staff Present: Town Administrator Russ Boland

Public Present: Burton Reynolds

Media Present: Jessie Salisbury

Recorder: Kathleen Humphreys. The meeting was called to order at 6:00pm.

Consent Agenda

Review and signing of consent agenda items.

1. Payroll 10-29-14
2. AP Warrant 10-29-14
3. Timber Tax Yield 14-279-17
4. Intent to Cut 14-279-19

Appointment

Jessie Salisbury of the Heritage Commission announced the wooden historic markers for Center Hall have arrived and presented them to the Board. One sign is in honor of the three signers of the Declaration of Independence from New Hampshire and the larger sign is for the Meetinghouses. Wally Holt will install the signs. Stephanie Roeper is painting the posts. Mrs. Salisbury reported the Historic District Commission has no problem with the signs.

It was decided the Bicentennial tree marker should go in front of the hall with the window on the left hand sign so people coming in can see the sign and the trees.

VOTE: Selectman Mayhew moved to authorization the Heritage Commission to install the signs. Selectman Byam seconded the motion. Motion passed 3-0.

Chairman Douglas extended his thanks and appreciation to the commission and commented "They are beautiful."

Non-Public Session –RSA 91-A:3II (e)&(c)

The Board entered into non-public session regarding legal matters. 6:15pm – 6:30pm.

TA Boland presented the Board with a press release regarding the DRA tax rate.

VOTE: Chairman Douglas entertained a motion to allow town administrator Russ Boland to put out press release and a copy to the person taking the minutes and would like this entered into the minutes. Selectman Mayhew seconded the motion. Motion passed.

FOR IMMEDIATE RELEASE: Oct. 29, 2014

"The Lyndeborough Board of Selectmen has been notified by the New Hampshire Dept. of Revenue Administration that the 2014 property tax rate for Lyndeborough is \$25.33. This represents a \$1.33 increase from the 2013 property rate of \$24.00. The main cause of the increase comes from a substantial decrease in revenues (in 2013, \$798,358 was collected in revenue and in 2014, \$679,414 was collected in revenue). Additionally, the court ordered payment to Wilton, which was taken under unassigned fund balance, reduced the Selectmen's ability to impact the tax rate surplus.

Community Forum

None

Old Town Business

Mountain Road Engineering

Eight proposals were sent out and three were received back for the Mountain Road Engineering firm.

It was decided to interview Northpoint Engineering and Hoyle, Tanner & Associates. Selectman Byam felt they should interview Monadnock Surveyors as well. The Board will request Budget Committee and CIP representatives attend the public hearing. A public hearing will take place on November 5, 2014 at Citizens' Hall.

TA Boland presented a bond run to the CIP Committee on Oct. 28, 2014 for the proposed Mountain Road project.

Chairman Douglas asked Road Agent Kent Perry to be prepared with a road profile such as the condition of the road, its material, problem areas, costs, culvert changes, history of the road and so forth.

The engineering firm selected will give a presentation at 2015 Town Meeting as it will be a warrant article for engineering costs.

Mr. Perry looked in the files and reported back that most of the work was done in 1996.

Municipal Building Security Alarm

The security proposal calls for security for the library and all the monitoring and wireless smoke detectors for Citizens' Hall. TA Boland recommended staying with Monadnock Security. They will provide two more panic alarms for the library at no additional costs. The cost is \$1,820 for security. The Fire Department is agreeable to only one line at library but emergency calls would bump other calls off the line if necessary.

The cost is \$3,056 for the entire project. \$926 for fire alarm upgrade, \$330 for annual monitoring and \$310 for smoke alarms for Citizens' Hall. There is \$6,500 encumbered.

VOTE: Selectman Mayhew moved to adopt the proposal and award the work to Monadnock Security. Selectman Byam seconded the motion. Motion passed 3-0.

Burton Reynolds arrived at the meeting.

Selectmen's Goals

Selectman Mayhew would like the goal of a pay scale system for the town of Lyndeborough to be accomplished by summer of 2015.

New Town Business

Town maps for the public

Selectman Mayhew will talk to NRPC about maps that are available for the public.

Safety Complex Committee Discussion

A committee will be formed to review and make recommendations for town meeting in relations to a capital reserve project. The Board will come back in a couple of weeks with suggestions and see who would like to serve on the committee. Department heads need to be part of the input process as well as supporting the committee. It's in the planning stages and a lot of work and time will be required.

PRIMEX Cap agreement

The town received an offer on Oct. 16, 2014 with a cap not to go up past 10% which requires motion by the Board and chairman's signature.

Mr. Reynolds explained why the town has stayed with PRIMEX and their benefits.

VOTE: Selectman Mayhew moved for the resolution. Selectman Byam seconded the motion. Motion passed. *Below is the exact letter for the minutes.*

"PRIMEX

Resolution to enter PRIMEX

Workers' Compensation Contribution Assurance Program (CAP)

*RESOLVED: To Hereby, accept the offer of the New Hampshire Public Risk Management Exchange (Primex 3) to enter into its **Workers' Compensation Contribution Assurance Program (CAP)** as of the date of the adoption of this resolution, and to be contractually bound to all of the terms and conditions of Primex3 risk management pool membership during the term of the **Workers' Compensation Contribution Assurance Program (CAP)**. The coverage provided by Primex 3 in each year of membership shall be as then set forth in the Coverage Documents of Primex 3*

I attest that the foregoing is a true copy of the resolution of the Governing Board of the Town of Lyndeborough adopted on October 29, 2014.

Dated Oct. 15, 2014 WC-2014-10"

Minute's discussion:

It was agreed not to post minutes publically as draft and to also have them available within 5 business days at town office.

Proposed Property Statistical Update Contracts:

The Board reviewed the contract from Todd Haywood. Mr. Reynolds said the town needs to stay on top of it and to provide guidance.

VOTE: Selectman Mayhew moved to authorize the chairman to execute the contract Statistical Update Proposal for the town of Lyndeborough for 2015 from Todd Haywood,

CNHA and Granitehill Municipal Services. Selectman Byam seconded the motion. Motion passed 3-0.

Other Business

The chairman inquired if there is any movement from the Lyndeborough Greenfield town line dispute case. Attorney Drescher has talked to Mr. William's attorney.

Closing Chase Road will be a warrant article and the Board asked about the status of the warrant.

Chairman Douglas wanted to review the election process. Pre-Election day procedures dictate that Board appoints inspectors by July 15 from the two political parties according to a booklet titled "New Hampshire Election Procedure Manual 2014-2015" that Chairman Douglas has received. Mr. Reynolds believes the person in charge is the moderator. Selectman Byam asked if there is a mechanism for the major political parties to notify the Board if they have a representative and the chairman believes it falls under the duties of the Selectmen. RSA 658:02 and 658:04, hold office for two years starting Nov. 1 of the year to successor. Selectman Mayhew will call the attorney general and will review the inspector's procedure.

Town Administrator Report

-The Library Trustees were informed about the 2% COLA that will take effect January 2015 then decide to have it for their employees.

-Town office will be closed to the public on Election Day, Nov. 4, 2014.

-It was reported the town clerk's opinion is taxes are easier to collect today because most people pay through their bank

-Center Road resident Darrell Cooper has two houses on one the driveway which requires a name for E911 purpose. Mr. Cooper asked for Cooper Lane, which will have to go through the procedures and will need to be designated as a private drive.

-For Election Day, Selectman Mayhew will be present when the polls open, Chairman Douglas will arrive at noon and Selectman Byam will be available in the evening.

-BOS meeting schedule changes: Due to holidays, the meeting will be held on the Tuesday before Thanksgiving and the Tuesday before Christmas.

-Building inspector activity requested last week is 49, 62, 71. What is not reported is miscellaneous phone calls to help people along. The town's building inspector also does code enforcement. His proposed fee will jump from about \$7,000 to \$15,350 and the contract would need to be signed by Jan. 1, 2015.

-Tax warrant has been finalized by Tax Clerk Trish Schultz and will be available for signature on Tuesday and mailed by Nov. 8, 2015 with deadline of Dec. 8, 2015. 72% of the budget is spent at 82% of the year. Remaining items are stipends to fire department members and the Board of Selectmen. Nov. 10 and Dec. 10 have payments to the school.

-Cemetery Trustees provided the information to Mr. Boland there is not enough property there for the forester to do a percentage fee and will do a flat rate of \$1,500. Tom and Ginny Christon found the pins and marked them. The trustees have \$4,000 in the budget and need

a zero turn push mower. They can purchase a \$1,800 self-propelled mower for \$1,300 and will move forward to purchase mower.

The Cemetery Trustees charge \$250 to open a grave. It was suggested they look at their fees.

-Emergency defibrillator. Board is in agreement to expand the training to include members from the various boards. A fire department member will provide training.

-Police Chief Rance Deware attended an IACP Conference in Florida. The Board would like to know what he learned and how it is applicable to the town of Lyndeborough. There were funds available for grants for this which he didn't apply for. The Board would like training to stay in state.

VOTE: Selectman Mayhew made a motion to adjourn. Selectman Byam seconded the motion. Motion passed 3-0 at 8:26pm.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:26pm.

Date:

Kathleen Humphreys, Transcriber

Fred Douglas
Chairman

Arnie Byam III

Lee Mayhew

APPROVED BY THE BOARD OF SELECTMEN ON NOVEMBER 25, 2014