

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**November 12, 2014**

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

**Staff Present:** Town Administrator Russ Boland

For portion of the meeting Road Agent Kent Perry, Chief Rance Deware and Fire Chief Rick McQuade

**Public Present:** Bob Rogers

**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

- a. Payroll 11/13/14
- b. AP Warrant 11/13/14
- c. Municipal Assessment Date Certificate
- d. Timber Yield Tax 220-049-000
- e. Timber Yield Tax 210-013-000
- f. Timber Yield tax 226-025-000
- g. Library Trustee Appointment of Deborah Hatem

**Appointments:**

**Center Hall Curtain**

Jessie Salisbury, on behalf of the Heritage Commission, presented information and plans to apply for a Moose Plate Grant to restore a scenic curtain/backdrop that is over 100-years old that has been in storage since the 1960s. Other work that enhances the work on the curtain can be added to the grant. The commission is looking at painting the ceiling, removing the wall board, stripping paint around the doorway and other work. The stage has a doorway in the center and two windows, one which has since been covered, a linoleum floor and a tin ceiling.

The 8x15 foot curtain was evaluated by a non-profit organization, Curtains Without Borders, which restores and documents old curtains. They dated the curtain around 1890 and suggested the project meets the requirements for a Moose Plate Grant. An evaluation 5-years ago dated the curtain from 1910.

Restoration cost is \$3,640 and includes reinstallation, missing frame pieces and the ability to roll-up and lock it when not in use. The work will be done on-site and require volunteers with ladders.

Administrator Russ Boland will write the grant.

Selectmen Fred Douglas and Arnie Byam recall the curtain. Mrs. Salisbury believes it could have been purchased by the Grange who used the building during that time. Chairman Douglas recalled the water stains occurred after it was folded up and stored in the back of the stage and at one time the roof leaked.

**VOTE: Selectman Mayhew made a motion to allow the Heritage Commission and the town administrator to apply for a Moose Plate Grant to restore the curtain at Center Hall. Selectman Byam seconded the motion. Passed 3-0.**

**VOTE: Selectman Mayhew made a motion to authorize \$3,640 for restoration cost for the curtain at town hall, which includes installation and framing that is missing into the Center Hall maintenance budget. Selectman Byam seconded the motion. Passed 3-0.**

### **Library Trustee**

Deborah Hatem, Library Trustee nomination was approved by Selectmen. Ms. Hatem will need to be sworn-in by the town clerk. She replaces Nadine Preftakes who resigned.

### **Community Forum**

Jessie Salisbury commented the Veteran's Day Ceremony was "very well attended and very lovely." Chairman Douglas thanked Mrs. Salisbury for all the work she does for the town.

### **OLD BUSINESS**

#### **Mountain Road Engineering**

Both engineering firms revisited the sites and submitted an updated proposal.

Hoyle, Tanner & Associates: \$64,299

Northpoint Engineering: \$59,800

No questions from the audience.

**VOTE: Selectman Mayhew moved to select Northpoint Engineering for the Mountain Road project with a bid of \$59,800. Selectman Byam seconded the motion. Motion passed 3-0.**

Kent Perry visited Bill Welch to confirm he is willing to work with the town on this project and the rock wall can be moved. A confirmation letter will be sent to Mr. Welch.

The possibility of a sight distance/maintenance easement for the area on Mountain Road across from Crooked S Road was discussed. The land goes with the old Nyes homes.

### **New Town Business**

#### **2015 Budget Review**

#### **Police**

Chief Rance Deware reviewed how sick days are filled. Many of the Lyndeborough officers work in other departments full-time so this is their second job. Chief Deware uses the 136 hours per week system.

Discussed the school crossing guard.

Chairman Douglas recalled at a school board meeting the superintendent said Lyndeborough does not own the school, the Co-Op does, and Wilton does not own their elementary school.

Discuss sending a letter to SAU 63 that Lyndeborough won't budget for crossing guard or snow removal.

Discussed earned time and the chief needs to take his earned time.

Firearms and training was discussed. There is a budget of \$2,000 but to date \$500 has been used. The department has not received their ammunition deliver yet. The department will consider a budget of \$1,500. It's estimated they use 4,800 rounds of 40 caliber.

Discussed conferences and training. Chief Deware is planning on paying for a conference in North Conway.

The fuel budget will be reduced. The new vehicle is getting better mileage.

The department plans to wait another year for a new vehicle to get on a two-year rotation.

Most of the bullet proof vests are less than 2-years old. One is a hand-me-down which does not fit properly and needs to be replaced.

Badges can be struck from the budget. One or two badges will be ordered as extras. Two sergeant badges have come back.

Maintenance of uniforms: It's cost about \$1,500 to outfit a new part-time officer not including a bullet proof vest which is \$750. Only the chief has a dress uniform. There is a grant for bullet proof vest which is paid upfront by the department but reimbursed by the Department of Justice.

Evidence recovery should be listed as support indicated to cover unanticipated cost for police. Chairman Douglas asked for backup verbiage to clarify it.

There is no animal control office and the town will not fill the position. The Bedford Humane Society is the drop off location.

The laptop in the cruiser is not working. A new Tuffbook would cost \$3,200 and a Dell is \$2,000 at government prices.

It was discussed joining NESPEN for a \$50 yearly fee. The rest of this year would be free. Chairman Douglas is in support of what the chief is saying that it is well worth it. It provides valuable information shared by police departments.

**VOTE: Selectman Mayhew made a motion to increase the computer line item by \$50 computer, line item 42105684. Selectman Byam seconded the motion. Passed 3-0.**

### **Fire Department Budget**

Chief Rick McQuade would like to test Iam Responding Software which would automate the fire department. When a calls comes in responder enter their number and it's knows who can respond. It will help with re-tones and mutual aid calls. Good cell service is needed.

Office supplies increased because the projector and portable screen broke.

Stipends and wages for the chief will be increased 2%. Selectman Mayhew felt the chief's wages of \$11.63 per hour was low. Chief McQuade said he is okay with that but Selectman Mayhew is not okay with that and asked Chief McQuade to look at 5-6 towns for their rates and talk to the town administrator about it.

The new pagers are working well. The department needs three new nozzles.

NFPA code books are on-line. It was discussed to talk with Greenfield's new Chief Dave Hall and see if they can share resources.

Discussed in-house classes at the fires station with a certified Lyndeborough firefighter. Discussed the gas could be low.

The new septic tank is full already and was installed in August. It was agreed to increase to quarterly pumps.

In closing Chief McQuade wanted to say it has been great having Russ Boland on board with the town. "He's been very active and involved with the department and came down and introduced himself and been at Truck Committee and at thermal imaging meetings and the guys see that. It's a step in the right direction."

### **Non-public session at 8:29pm. 91-A:3II (c) Personnel Discussion**

Session started at 8:29pm and was out at 8:52pm

### **New Town Business, 2015 Budget Review continued.**

#### **Executive**

Increase miscellaneous to \$1,200.

2% increase for office staff.

Suggested to put more explanation in the line for postage and furniture.

## **FINANCIAL ADMINISTRATIVE**

Deputy Treasurer at \$14.17 added at 20 hours per year for deputy treasurer.

Forester line change to \$1,000

Discussed Rmon vs Mainstay services.

## **Assessing**

Signed contract for \$17,500

Vision software went up \$150

## **Personnel Administrative**

### **Government Buildings**

2% increase custodial wages

Citizens' Hall maintenance supplies went down. 21% decrease in trash but Highway Dept. is higher because of the dumpster but the town still saved \$24

Citizens' Hall general repairs: Discussed to clean up the Citizens' Hall stage and have the stage floor sanded not to exceed \$4,000.

Chairman Douglas said he will take down the flag at Center Cemetery because there is no light.

Need to add \$3,640 for the curtain project for a total of \$5,340 which would need an explanation will be \$5,340. Grant application would go on revenue.

\$1,275 for NRPC dues

Additional items:

Selectman announced there is an anonymous donor who would like to donate a 10-12 foot Christmas tree the town and all the necessary lights at the Village Common/Memorial Park. Selectman Byam mentioned the fire department usually does it to check with them first.

Selectman Mayhew provided documentation about salaries.

Discussed a wheelchair for the second floor at Citizens' Hall. It was brought to the Board's attention the difficulties to get from the second floor to the bathroom downstairs.

Road Agent Kent Perry and employee Mark Chase are attending class for salt calibration,

Dec. 4, 2014 is a webinar for filling out warrant articles

Gary Zirpolo would like to bring the new Wilton ambulance to next meeting.

The town is not SAM certified and the town is working on obtaining SAM certification.

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 10:16pm.

**Vote: Selectman Mayhew made a motion to adjourn at 10:16pm. Selectman Byam seconded the motion. Motion passed 3-0.**

Date:

Kathleen Humphreys, Transcriber

Fred Douglas  
Chairman

Arnie Byam III

Lee Mayhew

**APPROVED BY THE BOARD SELECTMEN ON NOVEMBER 25, 2014**