

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**January 7, 2015**  
**Final**

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

**Staff Present:** Town Administrator Russ Boland

**Public Present:** Heidi Kemmerer and Hans Kemmerer

**Media Present:** Jessie Salisbury

**Recorder:** Kathleen Humphreys.

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

**Consent Agenda:**

1. Payroll 1/7/15
2. AP Warrant 1/7/15
3. Non-Public Minutes 12/23/14
4. Meeting Minutes 12/10/14

**Appointments:**

**CIP Review**

CIP Chairman Burton Reynolds was present.

The Board discussed the tanker and the committee will review the estimated cost for all vehicles on the scheduled plan.

Mr. Reynolds questioned if there areas of the Mountain Road project the town can do themselves. The Board felt the highway department has other projects to do and a project this size requires certain equipment and skill sets. The problem with the recent Center Road project was used as an example.

At a previous meeting it was believed the ATVs were purchased with funds from Homeland Security. After looking into it, that is not the case. Two residents donated funds to purchase them and the agreement if it is disbanded the ATVs go back to those residents. One of the ATVs was involved in an accident before the close of 2014.

**Dog Control**

In 1983 dog control was on the warrant and in 1984 it was on to rescind it. The town is looking for the records. Mr. Reynolds told the history on the dog control policy. Mr. Reynolds and Jessie Salisbury recalled it passed. Mrs. Salisbury said she does not recall that it was controversial because she didn't mention it in her article at that time. It was clear it was not a leash law but an animal control law. Minutes from that year are missing.

## Community Forum

Heidi Kemmerer and her son Hans Kemmerer from 215 Center Road came to introduce themselves.

Hans Kemmerer is a Life Scout. He would be interested in helping the town for his Eagle Scout project. He is also working on a Citizenship and Community Badge and is interested in learning about the Selectmen's role. Hans is a sophomore at WLC.

Mrs. Salisbury suggested trail work at the Curtis Dogwood Reservation if they get the permits. There is also work at Memorial Park. Chairman Douglas has flag poles that need work.

## Old Business

### **Computer services**

Discussed the proposals for computer services from Rmon and Twin Bridge. Both companies have a good reputation.

Twin Bridge would charge if a server goes down. Rmon would put a server in, at no cost, until the problem is solved. Both have different opinions on procedures but feel we are in compliance as electronically separated. They don't agree in terms of the police department. Rmon has 15 municipalities which are all in compliance. Rmon didn't say he would rule out physical separation but that could be a future project. Twin Bridge quoted \$6,200 to replace a server.

State police was consulted. Rmon provides monitoring with state police. They have the ability to generate reports that are helpful for decision making. Twin Bridge does not generate reports on a regular basis.

**VOTE: Selectman Byam made a motion to authorize town administrator Russ Boland to enter into a contract with Rmon and to further authorize to make sure they are in compliance in the needs of the N.H. State Police. Provided RMON can make the Lyndeborough Police Department compliant with the N.H. State Police and need to be confirmed with N.H. State Police. Selectman Mayhew seconded the motion. All voted in favor. Vote passed 3-0.**

Chairman Douglas would like an approval by State Police on the dedicated line. He also requested a walk-through or an audit. The company would require a criminal record check.

**VOTE: Selectman Mayhew would like to make an amendment to his motion and add State of New Hampshire designated representative for the state police deems that if this set-up does not comply, the town of Lyndeborough shall not pay for more than only-half of the cost of rearranging. (No second)**

New 24 inch monitors will cost \$173 each.

**VOTE: Selectman Mayhew made a motion to approve four 24" monitor for the office. Selectman Byam seconded the motion. Motion passed 3-0.**

### **2013 Draft Audit**

Chairman Douglas felt the concerns were corrected.

**VOTE: Selectman Mayhew made a motion to adopt the 2013 draft audit. Chairman Douglas seconded the motion. Motion passed 3-0.**

TA Russ Boland will send a letter to Attorney Drescher and after acceptance will send a letter to the auditors.

### **Dog Control Ordinance**

The Board was in agreement to start the process for a warrant article.

### **New Business**

#### **Warrant Articles**

A general discussion took place regarding the 2015 warrant articles, language and dollar amounts which will be finalized over the next few meetings.

### **Animal Control Ordinance**

Needs to be in article 1.

### **Town Clerk's List of Open Positions for March Election**

March election will need to be held at Center Hall since there are no other elections in 2015.

Jessie Salisbury reported that during the 1960s the town was told as long as voting happens at Center Hall, the state will maintain the road to the polls. The state only maintains from Rt. 31 to Center Hall. Selectman Byam inquired about documents with this information.

The charge of the Board is for Russ Boland to call Sen. Sanborn who might be able to clarify or give an RSA. Jessie suggested since this is a town election the polls could open at 10am.

### **Investment Policy Report**

Selectman Mayhew reported it has to be adopted every year.

**VOTE: Selectman Mayhew moved to table Investment Policy Review for next meeting. Selectman Byam seconded the motion. Motion passed 3-0.**

### **TA REPORT**

Brandy Brook: Road Agent feels that the \$20,000 is adequate because the end of the road is a private driveway. Jessie Salisbury said the town abandoned the road in 1953. Chairman Douglas suggested signage such as "Class 6 road or "Not maintained in winter". The Board wants to research, in the file for the last property on Brandy Brook, and see if there is an agreement to maintain the road.

### **Fire Chief Stipend**

Chief Rick McQuade is doing an analysis of his time. The stipend position is budgeted for 300 hours. Discussed if it becomes an hourly then a timesheet each week would be required. The chief also draws on the point system. \$3,520 (\$11.50 hour with a 2% cola is \$11.53)

Selectman Byam's view is you are trying to put an hourly rate to a stipend.

**VOTE: Selectman Mayhew made a motion to pay the fire chief \$15.00 per hour stipend times 300 hours per year which equals \$4,500. Selectman Byam seconded the motion. Motion passed 3-0.**

Selectman Byam is pushing for minimum standards for fire department officers to be qualified based rather than voting on officers.

### **On-site drug testing**

Discussed on-site drug testing for when employees are called for state testing. Typically a random drug test takes four hours of employee time to visit Monadnock Hospital. The town budget is \$105 per month while this service will charge \$105 per urine test done on-site. A \$175 cost for the first year reduced to \$135 per year after. One employee needs to attend Reasonable Suspicion Training, a three-hour course in Concord. For a fee of \$150-200 this company will do a complete policy review and develop a drug and alcohol policy from that and hold a class with three individual.

The Board asked about post-accident coverage. State police most likely would handle accidents and not let this company intervene. It was questioned why not solicit the policy from PRIMEX and inquire if they run a class.

### **Cemetery Expansion**

Cemetery Trustee Ginny Chrisenton requested a work order for \$1,500 for forester to mark trees.

**VOTE: Selectman Byam motion to allow them to use the access roadway of conservation land to accomplish the task. Chairman Douglas seconded the motion. Motion passed. 3-0.**

Conversation Commission needs to be notified first. The Board wanted to make it clear the forester will flag the trees.

### **Social Security**

The Board is seeking an audit or labor attorney to review social security payroll questions.

**VOTE: Selectman Mayhew made a motion to obtain the services of Jim Reidy at Sheehan, Phinney, Bass and Greene to look into social security payroll issue. Selectman Byam seconded the motion. Motion passed 3-0.**

The Road Agent, Burton Reynolds and Russ Boland put together the paving plan. The paving plan will be revised and resubmitted for a vote at the next meeting.

Lyndeborough hired a new building inspector, Ed Hunter of Goffstown.

**Motion to adjourn: Selectman Mayhew made a motion to adjourn. Selectman Byam seconded the motion. Motion passed 3-0. Meeting adjourned at 9:12pm.**

### **Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 9:12pm.

Kathleen Humphreys, Transcriber

Fred Douglas  
Chairman

Arnie Byam III

Lee Mayhew

APPROVED BY THE BOARD OF SELECTMEN ON JANUARY 21, 2015