

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**November 24, 2015**  
**FINAL**

**Members Present:** Chairman Fred Douglas, Selectman Lee Mayhew and Selectman Mark Schultz

**Staff Present:** Town Administrator Russ Boland, Road Agent Kent Perry, Fire Chief Rick McQuade and Asst. Fire Chief Brian Smith

**Public Present:** None

**Media Present:** None

**Recorder:** Kathleen Humphreys

Chairman Douglas called the meeting to order at 6:00pm.

**Consent Agenda:**

Review and signing of consent agenda items

- a. AP Warrant 11/25/15
- b. Payroll 11/25/15
- c. Timber Yield Tax 15-279-10
- d. Meeting Minutes 11/4/15
- e. Letter of Gratitude

**VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to accept the Consent Agenda. Motion passed 3-0-0.**

**Appointments:**

**6:05 p.m. – MACC Base Discussion with Road Agent and Fire Department**

Present: Road Agent Kent Perry, Fire Chief Rick McQuade and Asst. Fire Chief Brian Smith.

Mr. Perry reported the Highway Department tested the reception by plugging in the Volvo. The reception was improved from areas such as Milford to the Village to Locus Lane. The only place the reception was not good was in the middle of New Road, near #468 New Road, and the 2<sup>nd</sup> NH Turnpike in North Lyndeborough. They had the ability to communicate from one 550 truck to another 550 truck, something that was not available before. A simple hook-up to the tower made roughly an 80% difference.

The cell tower rental companies have a box on the left side. The Highway Department has a wire that goes down the core of the tower and it's just hanging off which will need power. There is a shed close by that could house the town's gear that is needed. Currently, no permanent generator is on-site for the tower but the rental companies bring a generator in during an emergency. Lyndeborough would need a generator on-site because if the power goes out communication ability would therefore be lost. It was discussed to run a line from the building.

Chief McQuade explained the radio would become the repeater and MACC Base would need to hook up a phone line then the signal goes to the Pead Hill tower. Selectman Schultz mentioned a phone line is less expensive than a radio link.

The highway trucks all have high band radios which are less than 3 years old. They do not have low band radios. Chief McQuade recommended not using low band. Selectman Schultz mentioned that currently most of the highway departments that use MACC Base utilize low band.

The Board would like to see if MACC Base works for the highway, police and fire departments. So far it appears it would be beneficial for the highway and police departments. It is unknown at this time if Lyndeborough would be a full member or al-a-carte member. MACC Base can take care of municipal alarms.

Earlier today T/A Boland had a conversation with Phil Tirrell at Mutual Aid to obtain prices, expectations and timing information.

Chief McQuade hopes to have the testing done by Friday. He will visit MACC Base next Tuesday night. He will present his findings at the **Dec. 9, 2015 BOS meeting. They will meet earlier at 5:00 p.m. in a non-public session.**

The fire department has concerns about sharing a line with the highway department frequency in terms of safety. Selectman Schultz noted that fire department shares lines and there are ways to work around it.

Chairman Douglas asked about the current agreement relative to the tower. The tower has been sold a few times; it was formerly owned by AT&T but now is owned by American Towers.

Chairman Douglas asked if this comes to fruition with this antenna, which is inoperable now, and if that became the point of the communication with MACC Base, does that antenna need to be licensed through FCC. He suggested looking at 100 watt radio.

Chairman Douglas asked if the signal would go from Pead Hill to the highway garage or the other way. Selectman Schultz explained a radio link would go from MACC Base to Pead Hill to the garage. A phone link would be phone lines; they are a lot cheaper but if a pole goes down then communication is a problem.

Chairman Douglas asked what the advantage is to go from Pead Hill, a lower location. Chief McQuade explained the department had problems with the Pead Hill site and would double from Federal Hill site but they were using low band then. Chief McQuade will ask MACC Base if they have Milford Fire Department utilizing the Pead Hill tower. Chairman Douglas suggested line of sight to be the best avenue and that there will always be problems with a signal to North Lyndeborough and to correct it a tower would need to be around Hunter's Cot. Selectman Schultz discussed the Mont Vernon site and that this is all exploratory.

Selectman Mayhew asked the fire chief if there would be concerns about an electric stove in the Citizens' Hall auditorium. The Chief will review it and get back to him. The sprinkler system is a residential system.

The Board would like to meet with the fire chief and assistant chief in terms of the fire department and how they fit into the town government and talk about suggestions to move forward. This discussion will happen at the **Dec. 9, 2015 meeting**. The Board appreciates all the fire department does.

#### **Non-Public**

**VOTE: Selectman Schultz made a motion, Selectman Mayhew seconded, to enter into a non-public session under RSA 91-A:3II (a) personnel at 6:32pm. Motion passed 3-0-0.**

**VOTE: Selectman Schultz made a motion, Selectman Mayhew seconded, to exit the non-public session at 6:40pm. Motion passed 3-0-0.**

**VOTE: Selectman Schultz made a motion, Selectman Mayhew seconded, to seal the minutes of the non-public session at 6:42pm. Motion passed 3-0-0.**

#### **Old Business**

#### **Mountain Road Design Discussion**

T/A Boland contacted the Bond Bank which can offer 3.99% for 15 years. TD Bank and Lake Sunapee Bank are also interested but they will only go out 10-years.

The Board discussed public feedback they have heard plus the feasibility of doing the project in multiple sections and funding possibilities.

Mountain Road area residents will receive a letter with information on the options presented by Northpoint Engineering and informing them of the Dec. 9, 2015 meeting. It was discussed advertising so residents in other sections of the town can hear more about the project.

Chairman Douglas would like to know the cost to push the project out to a multiple year project and provide that information to residents. A starting point if the project would be a multiple year project was discussed and to provide information on which starting point would make more sense. The ledge outcropping is dangerous and narrow, especially for the school bus.

Chairman Douglas stated that during the hearing he will not take a position on the project because he is a resident on Mountain Road.

The Board would consider bidding the project into two sections.

Selectman Mayhew felt the project should be done in one section because it would cost less, would be done quicker and there is no chance of deterioration of the parts not done affecting the parts that are done. When the costs are known, the payment schedule could have minimal impact on the tax rate. Chairman Douglas felt starting at the top and going down the north side would make sense for the first phase.

The Board will meet with Northpoint Engineering on Thursday, December 3, 2015 at 4:00 p.m.

#### **Citizens' Hall Tree Removal**

The trees at Citizens' Hall already caused about \$24,000 damage to the building; \$12,500 after limbs fell and caused damage and leakage then and additional \$11,400 because of ice dams.

PLT is dissolving. The T/A was reviewing a bid from PRIMEX and in the process found out the information above.

### **New Business**

#### **HealthTrust Application/Agreement**

"I hereby certify to HealthTrust, Inc. that the following is a true copy of a resolution adopted by the Governing Body of the Town of Lyndeborough at a meeting duly held on November 24, 2015.

RESOLVED: That Town of Lyndeborough shall participate as a member in the HealthTrust pooled risk management program for the provision of group medical and/or other benefit plans in accordance with the "Application and Membership Agreement" and NH RSA 5-B.

RESOLVED: That Town Administrator Russ Boland is hereby authorized and directed to execute and deliver to HealthTrust, on behalf of Town of Lyndeborough, the "Application and Membership Agreement" in substantially the form presented to this meeting.

I further certify that the foregoing resolution remains in full force and effect without modification?

**VOTE: Selectman Mayhew moved, Selectman Schultz seconded, to authorize the Town Administrator to execute the agreement between Lyndeborough and HealthTrust for 2016. Motion passed 3-0-0.**

#### **2016 Budget Modifications**

December 1, 2015 is the first Budget Committee meeting. T/A Boland asked the Board if there are any budget modifications they would like to make.

#### **Town Administrator's Report**

-The berm at the dam over South Cemetery is reinforced and the work is documented. Mark Stevens of NHDES will be sent a report.

-Illumination for the flag pole in the Village was completed and working properly.

-The sand piles are almost built and there should be enough sand at the highway garage for the winter.

-The Trustees of the Trust Fund sent an email that all three members are in agreement to continue to invest with Mackensen Company. They plan to invest \$110,000 for the CIP. It was noted that at Town Meeting if there are any questions brought up about investing, the Trustees should answer them. T/A Boland has been authorized previously to sign documents but feels that it would be better if two Trustees signed the documents in the future.

-The budget is at 82.25% spent at 91.67% of the year, therefore about 10% under. There could be some money left to help offset taxes, possibly \$140,000. Most of the big bills are paid.

-Encumbered funds will be discussed at the next meeting. So far the only encumbered funds are: \$2,000 and \$2,117 for the cemeteries and \$40,000 for the police cruiser in case it goes into 2016.

T/A Boland wanted to take a closer look at the Elderly Exemption. He compared figures with other towns. The Board wondered how many residents currently qualify.

#### **Longevity Program for Employees**

T/A Boland presented a policy for a Longevity Program. It has a chart on the years of service and payments. It will be a line item in the budget. It was discussed to have a line for part-timers that is pro-rated.

**VOTE: Selectman Mayhew made a motion, Chairman Douglas seconded, to accept the Longevity Program for Employees. Motion passed 2-0-1. Selectman Schultz abstained.**

Russ and Lyn Gaudiana volunteered to put a large 12 foot Christmas tree, with a star and additional lights on the Village Common.

**VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to accept the Christmas tree from Russ and Lyn Gaudiana. Motion passed 3-0-0.**

The shoulders will be built up next week at Brandy Brook. The pavement will be addressed. The water has been shut off at Town Hall in the Center.

### **Fuel**

There is a program available from Exxon Mobil for reduced cost on gas. They offer \$1.55-\$1.60 per gallon. There is Brookside Mobil on Rt. 101 plus Irving Gas will reciprocate. It cost \$40 to sign-up. An additional 25 cents per gallon will be discounted during the first three months. Additional cards per officer cost \$2/month per officer and each officer will have their own code. All the departments can participate. Currently they are paying \$1.99/gallon. The Wilton Police Department participates in the program. Chairman Douglas mentioned that there will be additional exposure of the vehicles out of town using this gas system.

To have an accountability system in town it would cost about \$10,000-\$15,000 from Volta to change the pumps. Selectman Schultz said there has been no accountability.

### **Correspondence**

As an abutting town to the proposed pipeline by Kinder Morgan the town received a letter inviting them to a meeting on Thursday, Dec. 3, 2015 at Hampshire Hills.

### **Community Forum**

None

### **Non-Public Session**

**VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to enter into a non-public session under RSA 91-A:3II (a) personnel at 8:12pm. Motion passed 3-0-0.**

**VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to exit the non-public session at 8:39pm. Motion passed 3-0-0.**

### **Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:39pm.

**VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to adjourn at 8:39pm. Motion passed 3-0-0.**

Date:  
Kathleen Humphreys, Transcriber

Fred Douglas  
Chairman

Selectman Lee Mayhew

Selectman Mark Schultz

APPROVED BY THE BOARD OF SELECTMEN ON DECEMBER 9, 2015