

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
July 8, 2015

Members Present: Chairman Fred Douglas and Selectman Lee Mayhew.
Selectman Mark Schultz was not present.

Staff Present: Town Administrator Russ Boland, Fire Chief Rick McQuade and Road Agent Kent Perry

Public Present: Bob Rogers, Bret Mader, MaryAlice Fullerton, Walter Holland, Nancy Rose, and 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

- a. A/P Warrant 07-8-15
- b. Payroll 07-8-15
- c. Meeting Minutes 06-24-15
- d. Non-Public Minutes 06-03-15
- e. Intent to Cut 15-279-08
- f. Intent to Cut 15-279-09
- g. Abatement 220-034-000
- h. Abatement 215-012-000
- i. Abatement 235-015-000
- j. Abatement 215-044-000

Appointments:

6:05pm – Planning Board members reappointment interview; Bob Rogers and Bret Mader.

The Board interviewed Mr. Rogers and Mr. Mader and asked questions about the Board's challenges and training opportunities. It was Mr. Roger's opinion the interpretation of the zoning regulations have been a concern.

VOTE: Selectman Mayhew made a motion to reappoint Bob Rogers and Bret Mader to the Planning Board. Chairman Douglas seconded the motion. Motion passed 2-0.

It was noted, funding for future training should be discussed prior to the next budget.

Old Business

Citizens' Hall Tree Removal

VOTE: Selectman Mayhew moved to authorize the Town Administrator to execute the contract with Rich Herfurth from Bartlett Trees Services for \$3,150 to remove trees outside Citizens' Hall. Chairman Douglas seconded the motion. Motion passed 2-0.

Highway Department Uniforms

The highway department uniform contract has a fee of \$50 per week for a 3 or 5 year contract. There is a release clause if town meeting does not approve it. It was suggested not to embroider names on the uniforms.

VOTE: Selectman Mayhew moved to have the Town Administrator authorize the contract with UniFirst for highway department uniforms. Chairman Douglas seconded the motion. Motion passed 2-0.

Appointments:

6:20pm, LCS Traffic Plan and Construction Update

School Board Chairman Geoff Brock and School Board member Harry Dailey were present.

Mr. Dailey started by stating when the planning started two-years ago the expected cost was \$350,000 to convert Lyndeborough Central School to the SAU office, kindergarten and PreSchool facility. They are expected to spend an excess of \$520,000. Mr. Daily stated the bang for the buck will be outstanding and it will be a safer and efficiently run school. The kitchen will be moved to the front so town personnel can have better access when the building is used as an emergency shelter. It will be a residential kitchen with the ability to upgrade in the future to a commercial kitchen if the school becomes larger. The meeting room will stay the same and the SAU office will be in the back.

Surveillance cameras will be inside and outside the building. Two bathrooms were added and each classroom will have a bathroom and a sink in the classroom.

Upgrades include new carpet tiles, LED lights, a new heat pump system which is expected to save money in the future. The basement will be for storage only.

Chairman Douglas questioned why the cost went from \$350,000 to \$520,000. The answer was costs increased over the past two years plus the addition of four bathrooms, LED lighting, new ceiling, the kitchen relocation/ layout and the pump system. Hutter Construction is the contractor. Kyler Barker is the architect.

Mr. Daily said, "There were significant changes from the plan and the return on the investment will be good. We all agreed it was the right thing to do and make the investment now."

Selectman Douglas inquired about an energy audit and was informed one will be conducted.

Fire Chief Rick McQuade had concerns the generator will not support the heat pumps. Mr. Daily said it not true and the heat pump system will still work but not work at full capacity. It was requested to make sure they don't run at a lower voltage as it could ruin the heat system.

The building had asbestos abatement in 2004. Certain spots in some of the doorways were not done to the level they should have been. Encapsulation will be the method used instead of ripping up the tiles.

Fire Chief Rick McQuade had concerns that we were pushed hard to give permits which he felt was difficult without seeing the life safety factors and he express his opinion that was not right. The necessary plans were not available to him to determine emergency lighting and layout of emergency egress as well as the demolition and building permits. "I want it to be right from the start and to not be able to view the drawings puts us in an awkward position," said McQuade. It was noted the State Fire Marshall has signed off and sent back questions.

Mr. Daily stated Hutter Construction has to contractually make this right, even if they have issues they would have to come back and make changes before issuing a CO.

After discussion on the process, safety and concerns a full-set of complete drawings should be delivered to the fire chief by July 10, 2015. The Town Administrator and Fire Chief will also be given contact list and emails for the construction managers. Mr. Daily asked he be cc on any communication.

The Building Inspector will be called for inspection before they can close up a wall or a slab.

The School Board questions why they were charged for a building permit as it's a town project. The BOS will take it under consideration.

The parking plan was reviewed. Staff will park by the entrance and SAU near the playground. The playground will be fenced in for safety.

The plans calls for a 22 car limit on-site. SAU administrative staff is eight employees plus six teachers and aids. Parents will not be allowed to get out of their vehicles in the queue. Parent parking will be available.

Mr. Brock said the worst time will be the noon switch. He requested police support. If the plan is not working properly, they might consider staggered times which are not ideal but better than a non-safe operation on Rt. 31.

Chairman Douglas mentioned the "No Left Turn" sign is unenforceable because it's on private property. It was discussed who will be contacting the state for signage.

There are concerns with two lanes of traffic with limited sight distance. The School Board is willing to change the plan to one exit lane but fewer cars can be in the queue on site. The School board does not have plans to provide traffic control. The two sheds will be moved back for better sight visibility.

Concerns about two lanes exiting onto Rt. 31 and limited sight distance were discussed. The Selectmen voiced their concerns and recommended a crossing guard, a sign that says "crossing guard ahead" and other safety signage and that the School Board contact the state because it's a state road and requires their approval. It was noted at a previous meeting, the Selectmen did recommended the School Board contact the state regarding signage. Signage

should be updated to the new lime green color and the lights need to be sequenced. The road agent has a sign manual the School Board can review.

Plans with the snow load totals were requested by the fire chief.

Budget & CIP Committee 2009 Ford-550 replacement discussion. (7:28pm)

Budget Committee Member Burton Reynolds and Town Administrator Russ Boland reviewed the CIP and presented a modification for review. See document revised 6/30/15. For the highway department, the one-ton will be kept until 2016. There is \$53,000 plus \$34,000 to be added in July which should be enough to buy a truck.

The old Mack has \$112,000 in the CIP with plans to add \$33,000 in 2017 and 2018.

The 2009 one-ton might be leased in 2015 using highway block grant money.

2007 backhoe loader should be replaced in 2019. This line will stay the same.

Grader: Last year \$50,000 was added. Extending the life by doing critical maintenance about half-way through the cycle is reasonable.

The Volvo will be replaced in 2020 instead of 2023 and the cost increased to \$230,000. CIP payments will increase to \$34,000 from \$17,000.

The 2016 one-ton will be replaced in 2023. It will be replaced in 7 years instead of 10 years.

The 2017 Mac will be replaced in 2027.

The 2015 Freightliner is expected to be a lease and paid for with block grant money. There is \$37,000 in the plan.

2017 plans call to buy a new large truck that will enhance the ability to plow by leasing freightliner and have a third vehicle made for plowing and that can pull weight.

The Police Space Bond that was in the plan will be removed. Put in \$500,000 for Mountain Road improvements. Mr. Boland said the departments have been instructed to come in with an updated plan. The backhoe is paid off and the town will play that last dollar to insure the title.

The Selectman asked for a vote from the CIP and Budget Committee at their next meetings regarding possible leasing of a new dump truck.

Community Forum

-Walter Holland wanted to discuss water runoff on Pinnacle Road as the highway crew is getting ready to pave it. He gets an excess of water at his property at 200 Pinnacle Road.

-Jessie Salisbury from the Heritage Commission mentioned damage to a Woodward Monument granite pillars damaged by the State. The State will not fix it but it's in their right-of-way. It has been damaged before and repaired by the Road Agent. The land was deeded to the town when the subdivision occurred.

-The Board walked outside to discuss the trees cutting project and handicap parking.

-Discussed the Johnson Corner Bridge project.

-Road Bonds. The Board discussed a \$1,200 bond for a logging operation on Crooked S Road. Large trucks (60 foot long) are hauling up Crooked S Road to Cummings and down Mountain Road and come in from the bottom of Crooked S Road the Board wants to make sure the apex is not destroyed. It was discussed if the road bond is enough and if it only covers the driveway cut or damage to the entire road or only ensures the town will cover any timber tax issues.

Kent Perry said the rock wall should be put back and the bond will be retained until that happens. Mr. Perry was instructed to take photos of the area.

VOTE: Selectman Mayhew made a motion the \$1,200 bond is retained until the stone wall is put back on the logging operation on Crooked S Road. Chairman Douglas seconded the motion. Motion passed.

-Discussed silt on New Road.

Old Business Continued **NRPC Mapping Contract**

The contract from cartographic had a 51% increase to \$2,350 plus \$13.75 per property picked up. NRPC quoted \$1,925 for data transfer and after there is no cost because the town is a member.

VOTE: Selectman Mayhew moved to authorize the Town Administrator to execute the contract with Nashua Regional Planning Commission (NRPC). Chairman Douglas seconded the motion. Motion passed 2-0.

New Business

ADP notified the town some of the benefits that are given to employees were pre-taxed. Additional paperwork has to be filed with the IRS.

VOTE: Selectman Mayhew moved to authorize the Town Administrator to execute the contract with ADP on behalf of the town. Chairman Douglas seconded the motion. Motion passed 2-0.

Village flagpole

It was mentioned there is no light at the flag pole in the Village. Jasper Electric can wire and install a light for \$250. A 6x10 foot flag will be purchased for \$54.99. It was discussed the possibility of solar lights at the flag poles in the cemeteries.

Fire Department Social Media Policy

All fire department members should have a personnel handout and sign they received one. It was suggested to have eight copies available and email an electronic copy.

Mr. Boland would like to see the Board address RSA 54 before the end of the year.

Town Forester

The town does not have a town forester anymore. Recently, the forester was Bob Todd.

VOTE: Selectman Mayhew moved to bring Bob Todd back as town forester as soon as July 8, 2015. Chairman Douglas seconded the motion. Motion passed 2-0.

Town Administrator Report

-Building Inspector Ed Hunter, Road Agent Kent Perry and Police Chief Deware addressed a fence issue at the corner of Center Road and Dale Street; a second stop sign will be added. It was noted stop bars throughout town will be repainted.

-A resident on Brandy Brook Road is having surgery and will be recovering between Aug. 12-15 and requested the town not pave the road during that time. He also asked if the town is acceptable if he talks to Brox Paving to ask them to continue to pave the portion after the town road ends at his expense. The road was discontinued in 1953. The Board asked the Road Agent to stake it out and reiterate the town will not pave that section of the road to be paved.

-The final payment was made to Wilton for the school.

-The Safety Complex and Other Options Committee was formed.

-The grader is back in service.

-Fuel bidding with neighboring towns will not occur in 2015

-FEMA reimbursement for a storm will now include the part-time employee which is another \$1,600.

-The secretary will review the audio tape from last meeting to confirm the passive recreation and permissible uses listed for the Rose Mountain easement.

VOTE: Selectman Mayhew moved to adjourn at 10:00pm. Chairman Douglas seconded the motion. Motion passed 2-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 10:00pm.

Date:

Kathleen Humphreys, Transcriber

Fred Douglas
Chairman

Selectman Lee Mayhew

Selectman Mark Schultz

APPROVED BY THE BOARD OF SELECTMEN ON JULY 22, 2015