

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
December 7, 2016

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

Staff Present: Town Administrator Russ Boland

Public Present:

Media Present: Brandon Latham from the Monadnock Ledger Transcript

Recorder: Kathleen Humphreys

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

Appointments:

Non-Public Re: RSA 91-3II (d)

VOTE: Chairman Mayhew moved, Selectman Douglas seconded to enter the non-public session RSA 91-3II (d) at 6:04 p.m. The Board was polled and all members voted yes.

VOTE: Chairman Mayhew moved, Selectman Douglas seconded to exit the non-public session at 6:44 p.m. Motion passed 3-0.

6:45pm: Kevin Leonard, Northpoint Engineering re: Mountain Road Reconstruction

Mr. Leonard provided two handouts titled:

#14044.2 Mountain Road Reconstruction – Construction Administration Summary
12/7/16 Notes for Selectmen's Meeting

Jeff Madden has been involved with the town portion and pavement and helped draft the summary.

The Mountain Road Reconstruction Project had two contracts:

Kingsbury Construction for \$1,289,750.65

Continental Pavement for paving at \$377,604.00

Total \$1,667,354.00

Mr. Leonard is expecting the Kingsbury portion of the project to be around \$20,000 - 30,000 under contracted budget. There were two items removed from the contract that the town will do next year.

1. Shoulder Gravel.
2. Raising the grade on the drainage structures. Northpoint Engineering will help the Road Agent with the order and installation instruction.

Pavement changes included \$49,539.60 in the town sections that were not in the original plan. Continental Paving was mobilized twice.

Mr. Leonard identified additional pavement to tie into the drainage in addition to going through sections and documenting where it needs shims. He anticipates the remaining work for 2017, which will include binder done, all wear course and all shoulder gravel done and the estimated cost to complete work is estimated at \$271,608.00. Continental Paving will do the work when the town is ready.

Northpoint Engineering's Construction Services for Spring 2017: For the level of oversight that Jeff Madden anticipates it is \$9,960 and work in the current contract the expense could be just over \$13,500.

Status of two invoices:

The project has three project numbers going on to keep straight where expenses fall in to the buckets.

1. Construction administration for the entire project.
2. Oversight of the Kingsbury Construction contract.
3. Oversight of the Continental Paving contract.

Mr. Leonard said he is feels obligated to bring the additional costs from Northpoint Engineering. He wanted to get the job done in the quality the town expected, on time and on budget. Uniqueness of this project was the timeline was not followed. It was anticipated to have Continental Paving start Aug. 11, 2016 and they would be down to a punch list going into Labor Day weekend and done by Sept. 23, 2016. In August they should have been on the home stretch.

Mr. Leonard said Northpoint is prepared to absorb the reality of the cost if he underestimated the job. He provided a graph that shows the level of effort and time from Aug. 14 through the end of November. Subtract that from contract and they are looking at a \$50,000 difference between the efforts the company has in and the contract and timeline.

Many things did not go smoothly.

The Board said they appreciated the efforts of Northpoint Engineering. They asked if Kingsbury Construction has completed their work and the answer was no. There is a meeting next Tuesday. The punch list needs to be completed. Currently, catch basins are being cleaned, matting put down in from of Bill Welch's property, brush clean up and tree trimming as well as incidental work which includes the box culvert and pinning the culvert to the cut out wall.

Mr. Leonard will re-walk and re-check the punch list. Then they will examine the numbers. The vendors will need to pay their sub-contractors and other items to properly close out the contract.

The Board had a concern about duplicate cost because the engineers had to go out twice to review the punch list because Kingsbury has not completed the work properly the first time and wanted to know if there is a mechanism to back charge Kingsbury Construction.

Mr. Leonard responded that is why the contract has completion dates built in and the town has the right to assess the damages if they don't achieve those dates. The Board discussed that in reality Kingsbury Construction wanted to change dates such as in change order #2. Kingsbury also had a project going on in a neighboring town.

Mr. Leonard encouraged the Board to reach out to him with any questions or concerns.

7:30pm: 2016 Capital Budget for the Fire Department

Fire Chief Brian Smith, Devin McEntee, Kevin Berkebile and Tim McEntee were present.

The CRF for the rescue vehicle was funded last week.

The rescue vehicle is a 2002 with about 12,000 miles. To clarify, the cabin and the frame are considered the chassis and the body of the truck is where equipment/tools are stored.

Selectman Douglas asked when the rescue vehicle was last evaluated as to structural and operational capacity. He was informed the vehicle passes a yearly NH State inspection. Problems exist with the body of the vehicle that include rust, issues with doors opening/closing, space and configuration. The chassis is in good shape. The vehicle is a standard and only half the fire department can drive a standard. The vehicle sees a lot of idle time. The chassis is 15-years old and in a few years Chief Smith anticipated the body will need to be replaced. The vehicle has space limitations resulting in some of their tools need to be stored in another vehicle because they all cannot fit in the rescue vehicle. The Jaws-of-Life does not fit in the rescue vehicle. It was noted the vehicle was a commercial utility body, such a plumber's truck, and it was not built as a fire vehicle. They typically have a shorter life-span than a purpose built fire body.

Selectman Douglas thought since the vehicle only has 12,000 miles and with considering training firefighters to drive a standard, could another body be made and reinstalled on this vehicle if the integrity and training could be accomplished. Chief Smith felt it could work for a few years but had concerns if a new chaise would properly fit.

The Fire Department would like to see this 2002 vehicle put into operation for the Forestry Unit. Chief Smith noted the department goes to a lot of mutual aid calls with the rescue truck, pull the trailer and during these situations all their medical equipment.

Fire Fighter Kevin Berkebile added that retrofitting a new body was researched about 4-5 years ago and the cost would have been the same as buying a new cabin chassis and body. It was noted the underside is rusted. Selectman Douglas recommended undercoating the frame so it last longer with a product such as Fluid Film or RS3000.

Fire Fighter Devin McEntee mentioned the rescue vehicle is the busiest vehicle in the fleet and goes to calls on average twice a week. It also goes to every motor vehicle accident call, CO call, fire, auto accident and so forth. It averages 180 calls per year.

T/A Boland asked what the rescue vehicle carries. The answer included the meds, back boards, air bags, rope, rescue, hand tools, power tools, radio compartment, jacks, and cascade systems with the bottles. The jaws-of-life are on Vehicle #4 which is the first vehicle sent out because it provides fire suppression.

The Board inquired if the Fire Department should consider a larger truck to fit the jaws-of-life. They are not considering a larger truck due to budget and a height difference. The truck they are considering has slide-out trays so tools don't have to go on the ground plus roll-up doors so they don't block the lights when working at a rescue scene. Another factor is the rescue vehicle has to travel up narrow and rocky driveways. It was noted the Wilton Ambulance has a hard time making it up roads such as Lavina Lane off Richardson Road.

8:05pm: Charlie Post. WLC School Board re: LCS Plowing Discussion

Lyndeborough resident and School Board Member Charlie Post was before the Board to continue the conversation regarding snowplowing at the Lyndeborough Central School (LCS) started last year with Jim Button who resigned from the School Board's Facilities Committee.

Both towns are currently paying \$1,500 for snow plowing for shared responsibility for each facility/school. Last year Wilton sent the School Board a bill over \$3,000 and they felt it was only fair to ask Lyndeborough what they felt was fair and equitable. Lyndeborough came back with \$6,500 for LCS. Wilton requested \$4,000 for two schools. The Budget Committee rejected both offers from Wilton and Lyndeborough and request staying at \$1,500 per school.

Lyndeborough requested the Board inquire how Wilton came up with their figure of \$4,000. Lyndeborough researched the last six-years and took the average number of storms times \$350 each. They verified the number of storms with the amount of times the NH-DOT sent out their plows. The town is not making a profit off their proposed fee and has no intentions to do so.

Chairman Mayhew mentioned the DRA sets the parameters and has advocated the gross budget. The topic of the cost which is not offset by a revenue and shifting the responsibility to the schools was debated. Mr. Post felt in the end it comes out of the tax payers of Lyndeborough.

LCS is also the town's Emergency Center. It was noted the generator belongs to the town.

Mr. Post pointed out he feels this is a full-cost model is 29% and his a concern if Wilton follows the fee structure Lyndeborough proposed. He noted that the LCS lot is 1/5 the size of the Wilton-Lyndeborough Coop and half the size of the Florence Rideout Elementary School and with this model the taxpayers are covering 1/3 the cost for the smallest size parking area. Mr. Post noted that Lyndeborough's share will be 26.9%.

Selectman Douglas reviewed a previous conversation with the School Board and former School Superintendent Christine Tyrie that the town will not cover the cost of plowing and the crossing guard after the district takes over the LCS building.

Recap: Lyndeborough is not accepting the \$1,500 proposal and would like the School Board to go back to Wilton and ask them how they came up with their number.

It was noted the towns share the Transfer Station, Goss Park and the ambulance services and the Lyndeborough Selectmen have experienced budget issues with Wilton where there was no answers for the numbers they proposed.

Community Forum:

None

Consent Agenda:

Review and signing of consent agenda items

- a. AP Warrant 12/6/16
- b. AP Warrant 11/29/16
- c. Payroll 12/7/16
- d. Meeting Minutes 11/9/16

- e. Meeting Minutes 11/20/16
- f. Letter to the Planning Board 12/7/2016

VOTE: Selectman Douglas moved, Selectman Schultz seconded to accept the consent agenda items. Motion passed 3-0.

Old Town Business:

Wetlands Discussion – Second Meeting Date Discussion (Tabled Item)

The second meeting in January will be considered for a continuation of the wetlands discussion.

Historic Commission Chair Sale (Tabled)

The Historical Committee had a meeting and decided to sell some of their chairs and benches.

New Business:

MACC Base Discussion

There are issues with MACC Base that include budget and the resignation of a member.

The insurance company informed MACC Base that employees will not have their cards by January 1, 2017. The town received a letter from Mark Bender requesting they attend a meeting regarding their capital needs.

The issue started with a discussion to change the MACC Base employee's insurance benefits so it was more in line with the town of Milford which is a savings program. Mont Vernon and Wilton disagreed.

Mike Putnam represents Milford, Joe Torre is the Wilton representative and the Mont Vernon representative resigned. Milford has two votes while Mont Vernon and Wilton each have one vote. Lyndeborough is a customer but does not have a vote.

Milford stated they were unhappy with the portable radio coverage. Selectmen Douglas was asked when he was the Milford Police Chief did he experience dead spots with the department's radios and answer was no.

The process of money left over at the end of the year and if it should be returned to the towns was part of a discussion at a MACC Base meeting.

Mark Schultz and Lee Mayhew will be attending the meeting on January 16, 2017.

Town Administrator's Report

-T/A Boland received a response from School Superintendent Bryan Lane, regarding Lyndeborough's request to obtain the school building if they choose to not use it anymore as a school.

-Earlier today, Conservation Commission Chairperson Sharon Akers took possession of the abutter's letters for the proposed Scout Road closure. Mr. Boland asked her not to send the letters out because the Selectmen were mentioned in paragraph 4 as bringing this forth. They do not want the Selectmen mentioned in the abutter letter. She was also told the Selectmen would like to talk to the abutters in a meeting. The Board wonders if PLC understands where the boundaries are on this lot. They feel they are being pressured to get this warrant done this year.

T/A Boland will send an email to PLC, Tom Jones, Selectmen, and the Conservation Commission with direction not to include the Lyndeborough Selectmen in their abutter letter, not to send this letter out especially on Lyndeborough Selectmen's letter head, request to meet with the abutters and make it clear it is premature to make any further action until they meet on December 21, 2016.

-The Board is in agreement with the list of 2017 holidays for town employees.

-Chairman Mayhew brought up the topic of the Pole Tax and wanted it recorded in the minutes.

Non-Public Session: RSA 91-A:3II (a) at 9:17 p.m.

VOTE: Selectman Douglas made a motion, Selectman Schultz seconded to go into a Non-Public Session: RSA 91-A:3II (a) to discuss a personnel matter at 9:17pm. Motion passed 3-0. The Board was polled and all members voted yes.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 9:30pm.

Date:

Kathleen Humphreys, Transcriber

Chairman Lee Mayhew

Selectman Mark Schultz

Selectman Fred Douglas

APPROVED BY THE BOARD OF SELECTMEN ON DECEMBER 28, 2016

