

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
June 22, 2016
DRAFT 2

Members Present: Chairman Lee Mayhew, and Selectman Mark Schultz
Selectman Fred Douglas arrived at 6:08pm.

Staff Present: Town Administrator Russ Boland and Fire Chief Brian Smith

Public or Media Present: None

Recorder: Kathleen Humphreys
Chairman Mayhew called the meeting to order at 6:03pm.

Consent Agenda:

Review and signing of consent agenda items

- a. AP Warrant 6/23/2016
- b. Payroll 6/23/16
- c. Timber Yield Tax
- d. Meeting Minutes 6/8/16
- e. *Meeting Minutes 1/5/14*
- f. *Meeting Minutes 2/11/14*
- g. Non-Public Meeting Minutes 6/8/16
- h. Purchase Order #20556
- i. Dog Warrant

VOTE: Selectman Schultz moved, Chairman Douglas seconded to approve the consent agenda listed above except items except e-f. Motion passed 2-0.

Wilton/Lyndeborough Joint Meeting Update

The Board felt the agenda outline was satisfactory. The joint meeting is tentatively set for July 13, 2016 at 6:00 p.m. at Wilton Town Hall. All Selectmen are available to attend and will confirm the meeting and forward the agenda.

Appointments:

6:05pm: Chief Smith, Fire Department Mid-Year Review

The Training Line Item was discussed. There are a number of younger members who would like to train but there are no funds.

Two members took the EMT course, which cost \$1,300 each, and the former chief said they would be reimbursed but it was not in writing therefore Chief Smith was unaware of the verbal agreement. Members agree to stay in the department for two years before reimbursement.

Two members recently completed the Fire II course. A EMR First Responder refresher course will take place this year which is a two-year certification. Chief Smith felt that education is important and always needed as fire safety rules often changes.

The fleet is good condition and a thorough truck check was conducted the previous evening. Batteries cost \$1,000 for one of the trucks. The water issue with the tanker was resolved.

There are no new problems with the fire station, just the same old problems.

Chief Smith does not anticipate any new items or large items in the 2017 budget.

A Class A uniform cost about \$600 plus \$100 for the badges. There is a line item for uniform, which covers t-shirts and sweatshirts but not Class A uniforms.

Communication during the day is more challenging then the evening. Two fire department members are also highway department employees and can cover fire calls while three members work in Milford. Chief Smith's new job does not allow him to leave unless it's a major call. Chief Smith said the day turnout has been good and they can typically run two trucks. The automatic call goes to Wilton and Milford. Communications with phones and pagers has been good.

Fire Department Members meet 4-5 times per month in which two of those meetings are for training purposes which is important. The roster is 21 members while they have a core of 12 members who regularly attend meetings. Chief Smith does not envision a paid department.

Chief Smith believes the department will need a need a new station at some point and there is not a lot they can do with the building which is impacting the purchase of a new tanker. Currently, only six members can drive the tanker because it's a standard. A new truck will be shorter and will carry less water than the current tanker.

Chief Smith would like the Safety Complex and Other Options Committee to focus on the needs of the fire department. Selectman Schultz felt they are and the members realize there are certain big ticket items that are necessary. Chief Smith admits that location is vitally important and there is no way they can cover 100% of the town within a five-mile radius to a fire station and they need to look at other ways to get a better ISO rating. Chief Smith would prefer any possible new station to be designed with the trucks parked side by side.

Town Administrator Russ Boland complimented Chief Smith and said the office staff is pleased with how he is interacting with the staff.

The department held a successful fundraiser and was able to purchase a thermal imaging camera and two AEDs. An expected donation could help purchase a second camera.

Community Forum:

None

Old Town Business:

Handicap Parking at Citizens' Hall

The culvert has been completed. The Board went outside to inspect the work from 6:38pm to 7:11pm and discuss if there is enough room to back-up a vehicle. The paving estimates are not available yet.

VOTE: Selectman Douglas moved, Selectman Schultz seconded that July 20, 2016 is deadline for bids for the asphalt and the parking lot construction shall be completed and ready for paving. All bids shall be submitted to the Town Administrator. Motion passed 3-0.

Mack Update:

State Line and Fairfield will look at the truck. T/A Boland relayed that the road agent felt that highway department personnel are not capable to rebuild the sub-frame in relation to being able to hoist and suspend the body while work is done.

VOTE: Selectman Schultz moved, Selectman Douglas second that the bids for frame enhancement shall be submitted by July 20, 2016 for the Mack truck. Motion passed 3-0.

T/A Boland discussed that Road Agent Kent Perry felt there are a lot of problems with the Mack truck. The Board recalled that the Mack was evaluated and deemed in good shape. The truck has 84,000 miles and if maintained properly can run from 150,000-200,000 miles.

The Board requested T/A Boland inform the road agent to submit any critical maintenance issues needed for the Mack and his concerns for the July 20, 2016 meeting and to be present. The Board wants it on the record what the road agent supports and does not support and what is wrong with the Mack truck so they are all on the same page.

A Highway Advisory Committee was discussed.

New Business:

Pro-Activeness, Pride and Appearance

Discussed how pride makes the town a lovely place and a community beautiful. The Board agreed that “when you take care of the little things it takes care of the big things”.

Flag Etiquette Discussion

Chairman Mayhew brought up the topic that the United States Flag should be lowered if a President or Supreme Court member dies and felt it was inappropriate to lower the flag for many of the other orders. The Board discussed that it's an executive order to lower flags.

Town Administrator's Report

-Jessie Salisbury informed T/A Boland that the Chestnut tree should transition to Maple tree and to put the chestnut tree in a different location than Citizens' Hall. A future dialogue is planned.

-Officer Neil Caselle's mother passed away and the town sent flowers.

-A citizen recommended putting a trash can on the village common.

VOTE: Selectman Douglas made a motion, Chairman Mayhew seconded to put a trash can in the common. Motion passed 3-0.

The Board would like a respectful looking trash can along the wood line. T/A Boland will look into it and do something appropriate.

VOTE: Selectman Schultz moved, Selectman Douglas seconded to put a nice trash can at Center Hall in similar keeping in the one that will be in South Lyndeborough. Motion passed 3-0.

-Paving the hill by Cindy Ginn's house on Mountain Road and Osgood road was discussed. T/A Boland added in that Cummings Road needs work.

-Helen van Ham attended last night's Trustee's meeting and left satisfied with the outcome. The Board wanted to know going forward who will be signing off in the future. Mackensen's form letter has one signature required but the Board felt two trustees should sign the form. This matter should be included in the town report.

The Board discussed the general fund taking care of a problem the trustees created and their accountability of this money. Some members felt this account should be made whole again. It was discussed if Terry Knowles from the Attorney General's office could look at the trust funds.

VOTE: Selectman Schultz made a motion, Chairman Mayhew seconded to approve the amount of \$691.06 to come out of the legal fund to go into Old Town Hall Trust Fund account established by Mrs. van Ham. Motion passed 3-0.

Non-Public Session: RSA 91-A:3II (A&E) at 8:24pm. Personnel and Legal

VOTE: Selectman Schultz made a motion, Selectman Douglas second, to go into a Non-Public Session: RSA 91-A:3II (A&E) at 8:24pm. Motion passed 3-0.

VOTE: Selectman Schultz made a motion, Selectman Douglas second, to return to the public meeting and adjourned at 8:58pm. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:58pm.

Date:

Kathleen Humphreys, Transcriber

Chairman Lee Mayhew

Selectman Fred Douglas

Selectman Mark Schultz

APPROVED BY THE BOARD OF SELECTMEN ON JULY 6, 2016