

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
August 17, 2016

Members Present: Chairman Lee Mayhew and Selectman Fred Douglas

Staff Present: Town Administrator Russ Boland

Public Present: Klaus Steinbrueck and Kevin Leonard.

Media Present: Jessie Salisbury

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

Consent Agenda:

Review and signing of consent agenda items

- a. AP Warrant 08/18/2016
- b. Payroll 08/18/18
- c. Non-Public Meeting Minutes 08/03/2016
- d. Meeting Minutes 08/03/2016

VOTE: No vote taken at the start of the meeting on consent agenda items.

Appointments:

6:05pm: Klaus Steinbrueck re: Traffic Concerns

Mr. Steinbrueck lives on Cummings Road and has a problem with his septic system. The drainage pipe runs under the road and he has concerns with the work getting done in light of Cummings and Crooked S Roads being the detour route for the Mountain Road construction project. There was discussion he would need town permission to open the road if that became part of the course of action to repair the septic system.

Highway Department Employee Mark Chase.

Mr. Chase stopped in to inform the Board the highway crew will be unable to treat for dust control on Mountain Road tonight because the road construction crews and flaggers are working late and are still at the construction site as of 6:00pm tonight. The highway department was not aware the road was still closed. Kingsbury Construction is responsible to alert the town and MACC Base.

Mr. Chase informed the Board that the fire pump broke which they were used to help with dust control. Mr. Chase will notify the Fire Chief.

Community Forum:

Jessie Salisbury thought Community Day went well.

Old Town Business:

Citizens' Hall Handicap Parking Lot Paving Bids

The Board reviewed the bids and discussed the drainage swale which cost about \$800-\$1,100.

They discussed the need for bid specifications in the future and not rely on verbal information.

VOTE: Selectman Douglas made a motion, Chairman Mayhew seconded to award the paving bid for the Citizens' Hall Handicap Parking Lot, out of the three bids, to Sullivan Brothers for \$7,465 to complete the entire project, estimate number 399, and to authorize the town administrator to negotiate the section where the portable toilet will be located. Motion passed 2-0.

The maintenance line will be over-expended and the sprinkler system under-expended.

-Split Rail Fence Discussion for the Handicap Parking Area

The Board agreed on a two-rail fence along the street side of the handicap parking area.

6:30pm - Mountain Road Update

Kevin Leonard from Northpoint Engineering was present.

Mr. Leonard has prepared the change order giving Kingsbury Construction a 14-day extension to accomplish the substantial completion portion of the project and no change on the final completion date. Selectman Douglas asked about a penalty if Kingsbury does not meet the August 25, 2016 date.

Mr. Leonard has concerns about the attention to detail on the plan and the depth of the ditch lines. Kingsbury Construction made a claim they would be ready for paving Sections B and C but Mr. Leonard has concerns there is a lot of work to do. He is going to call Rob Mancini tomorrow and have him look this over. He has a five page punch list for Kingsbury which he shared with the Board. There is still concern that Kingsbury's supervisor John Sanborn is not on-site all the time and the others in his place do not have proper attention to details.

There was discussion about binder on Section A. The consensus was to have the binder 100% complete then do the top coat. The bus can run on the base coat.

There has been some incorrect paperwork with discrepancies submitted that Kevin Leonard will compare with John Sanborn's notes and it will be worked out.

Through July, Flaggers are at 97% of their budget. It was noted that flaggers have been asleep, not paying attention, showing up late or on their phones. They charge \$25/hour and Mr. Leonard has mandated he sees the invoices. It was decided to use other methods instead of flaggers for the duration of the project. Mr. Leonard will inform Kingsbury of the decision.

Section A: There is a savings on ledge (\$12,000) but will go over on flaggers.

Section B: Over on trees by \$5,950; savings on rock of \$4,280; flaggers over \$1,350.

Section C: \$3,400 over trees; billing 89% of work. Mr. Leonard believes there are overages that are mistakes and he will address them with Kingsbury.

Section D: \$4,250 over on trees; flaggers over by \$2,900. There are a couple of items to dispute; gravel billing and raking and Kingsbury is claiming there is more road but road didn't grow. Kingsbury billed 79% (1.3% over budget)

Silt fence is over. One reason is after the DES visit, the silt fence was changed to a double row which increased it by \$5,200.

The project is expected to come in under budget. The paving budget, as of today, is under \$12,000. Additional shim work will be considered. Mr. Leonard and Road Agent Kent Perry walked the site to discuss this. Patch work is considered handwork which would be a higher pay rate.

The Schmechel wetland area was discussed. The Wetland Scientist who viewed the site last spring felt it was a stream by wetland classification and will need a permit. He has concerns if the Wetlands Board will treat it as agricultural. The steps that need to be taken are to delineate the wetlands, survey the area and propose the work.

Mr. Leonard showed photos of the work done as of last Monday and mentioned that riff rap will bring the area up. There are concerns it's too low. It was discussed its Mr. Schmechel's responsibility to keep the area cleared, even before this road project happened.

Paving will be coordinated with the Road Agent, Kingsbury and the paving company.

The Board asked Mr. Leonard is he is available to be a technical designate for the areas that Lyndeborough is responsible to prepare for paving. The Selectmen are concerned with the scope of the work and the window of opportunity to complete the work. Mr. Leonard felt that between himself and Jeff Madden they should be able to assist. The Board asked if Mr. Madden can be specific with details such as the depth of a ditch or material hauled off site. The area of Mason Road and Richardson Road were concerns especially after the washout after the recent heavy rain. The area by the former Stephenson house, (Mountain Road/Center Road intersection) was discussed.

The Board asked if Kent Perry has the driveway permit yet for the paving on Center Road and Mountain Road. T/A Boland will look into it. The Mallophora driveway was a concern because of its elevation.

2016 Guardrail Installation Bids

There is \$18,325 available between block grants and budgeted money for the installation of guardrail in 2016..

VOTE: Selectman Douglas moved, Chairman Mayhew seconded to accept the quote of \$16,085 from CSW Fence & Guard Rail to install guard rails on New Road and Cemetery Road. Motion passed 2-0.

Mr. Douglas felt the priority next year should be to put guard rails on other side New Road near the William's property before the swamp.

Highway Department Job Descriptions

VOTE: Selectman Douglas moved to approve both the Heavy Equipment Operator and Road Agent job descriptions as outlined. Chairman Mayhew seconded. Passed 2-0.

Mountain Road Widening near Warner Road

The work is slated for this fall to widen 2-feet on each side to eliminate the hourglass effect.

2015 Audit and Governance Letter Review

Verbiage of governance and the audit was updated. The Board agreed to sign it.

Smith Family Fundraiser Police Detail Discussion

VOTE: Selectman Douglas moved to waive the police detail costs for the Aug. 21, 2016 Fundraiser at Center Hall for the Smith family. Chairman Mayhew seconded. Passed 2-0.

Forestry/Intent to Cut Update

The town received a letter from New Hampshire Forrest and Lands reviewing the logging activity on Crooked S Road at Steve Freischlag's property which stated he could be served with an administrative summons if he does not comply with the corrective actions outlined by an earlier inspection.

New Business:

MS-434 Review

After reviewing the document, the Board was in agreement that T/A Boland can sign the document.

Selectman Douglas mentioned there is a change in the pole tax that could benefit the town.

Wetland Designation Discussion

After discussion it was decided to invite the Planning Board and the Conservation Commission to a meeting on Sept. 28, 2016 to discuss wetland.

Wilton Recycling Committee Discussion

A letter was received from the Wilton Selectmen regarding the Wilton Recycling Committee that outlined the scope of the committee. It was decided to table this until there was a full Board to review the names of potential members. Wilton has hired a new town administrator, Scott Butcher.

Town Administrator's Report

-Rose Mountain Rumble is Aug. 27 and Aug. 28 is a Horse Ride in town. Organizers were instructed to contact the police chief regarding the location of a snack spot.

-Putnam Pond Clean-Up: Mark Stevens from DES requested additional specifications on the project such as measurements from the water and so forth.

-Karen Holland called regarding the historical cabinets and talked about the December issue for the Lyndeborough Views. Lyndeborough resident Chris Schoen is making the cabinets at cost.

-The Employee Cookout is Aug 31, 2016 from 4:00pm-6:00pm at Center Hall.

-Feel Good Farm Update: Code Enforcement Officer Ed Hunter, Attorney Chris Drescher walked the property with the owners on Aug. 3, 2016. Chris Drescher will provide a written document on the violations. To date, the owners have not applied to the Planning Board.

-The Board would like to talk to the Trustees of the Trust Fund about an audit.

Non-Public Session: RSA 91-A:3II (A) Personnel

VOTE: Selectman Douglas made a motion, Chairman Mayhew second, to go into a Non-Public Session per RSA 91-A:3II (A) at 8:53pm/20:53. Motion passed 2-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 9:15pm.

Date:

Kathleen Humphreys, Transcriber

Chairman Lee Mayhew

Selectman Mark Schultz

Selectman Fred Douglas

APPROVED BY THE BOARD OF SELECTMEN ON AUGUST 31, 2016