

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**November 22, 2017**  
*Final*

**I. Call to Order:**

Selectman Chamberlain was acting chairman and called the meeting to order at 6:00 p.m.

**II. Introduction of Members Present:**

Selectman Mark Schultz and Selectman Mark Chamberlain were present.  
 Chairman Douglas was not present and excused.  
 Town Administrator Russ Boland and Recorder Kathleen Humphreys

**Public Present:** Fire Chief Brian Smith

**Media Present:** Jessie Salisbury

**III. Appointments:**

None

**IV. Community Forum and Public Comment:**

Jessie Salisbury announced the Lyndeborough School History Book is available for sale.

**V. Decision Making Actions:**

**a. Consent Agenda:**

<b>November 22, 2017 Consent Agenda</b>	<b>Item Date</b>	<b>Approved</b>
AP Warrants – November 21, 2017	11/22/17	yes
Payroll Warrant – November 6, 2017 - November 19, 2017	11/22/17	yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-08, Map/Lot 225-022) – Accessed Via Curtis Brook Road	11/22/17	yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-16, Map/Lot 234-022) – Accessed Via Salisbury Road, Mont Vernon	11/22/17	yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-17, Map/Lot 207-006) – Accessed Via Mountain Road	11/22/17	yes
Approval of Forbearance Agreement – M/L 233-011	11/22/17	yes
Request for Acceptance of 2017 Equalization Municipal Assessment Data Certificate	11/22/17	yes
Request to Approve Timber Tax Levy Abatement – Curtis Brook Road (16-279-20) (\$280.48, administrative)	11/22/17	yes
Request to Approve Intent to Cut Application – Center Road (17-279-19 - Supplemental)	11/22/17	yes
Request Town Clerk to Issue Property Tax Overpayment Refund – Hamilton (\$8.46)	11/22/17	yes

Board of Selectmen's Public Meeting Minutes – November 3, 2017	11/22/17	yes
Board of Selectmen's Public Meeting Minutes – November 8, 2017	11/22/17	yes
Board of Selectmen's Non-Public Meeting Minutes – November 8, 2017	11/22/17	yes

**VOTE: Selectman Schultz moved, Selectman Chamberlain seconded to approve the consent agenda. Passed 2-0.**

**b. Old/Tabled Business:**

**Fire Department Rescue Truck Purchase Discussion**

Fire Chief Brian Smith and the Board discussed the purchase of the new Fire Department Rescue vehicle, as approved at 2017 Town Meeting. Based on research conducted by the Lyndeborough Fire Department Rescue Truck Committee, Chief Smith recommended we move forward with formalizing agreements with Grapone Ford of Concord, NH, for the purchase of an F-550 cab and chassis, and to formalize an agreement with Hackney Fire Apparatus of Washington, NC, for the construction of a rescue body to be installed on said Ford F-550 rescue chassis.

**VOTE: Selectman Schultz made a motion; Selectman Chamberlain seconded the motion based on research conducted and quotes received by the Lyndeborough Fire Department Rescue Truck Committee, to waive the competitive bid process as outlined in the Town of Lyndeborough's Purchasing Policy for the purchase of a new Fire Department Rescue Vehicle. We further authorize Fire Chief Brian Smith in conjunction with T/A Boland to enter into a sole source agreement with Grappone Ford of Concord, NH, for the purchase of a Ford 550 cab and chassis (State of New Hampshire Bid Price), as described in the Lyndeborough Rescue Truck Bid Specifications. Further, we authorize Chief Smith and T/A Boland to enter into an agreement with Hackney Fire Apparatus of Washington, North Carolina, to construct a rescue body to be installed on said Ford 550 cab and chassis. Additionally, Chief Smith and T/A Boland are authorized to purchase additional equipment for the project from other vendors to complete the construction of the Rescue Truck, as required. The total amount of this project shall not exceed \$149,000 for the purchase and construction of a new Lyndeborough Rescue Vehicle and all associated equipment as outlined in the Lyndeborough Rescue Truck Bid Specifications as authorized in Warrant Article 6 of the 2017 Town Meeting. Motion passed 2-0.**

T/A Boland will forward the information to PRIMEX for legal review after the specs are ready. T/A Boland and Chief Smith will continue discussion next Monday.

**b. Tabled Business**

None

**c. New Business:**

**Discussion of Amending Demolition Permit Language**

Jessie Salisbury submitted a draft for new language to be inserted in the Demolition Permit. The Board would like to see the voluntary information to be at the top of the permit. The language informs owners to be aware of any historic significance of their building before it's demolished and it's voluntary to talk with the Historic Commission about options. If the owner proceeds with demolition the Commission would like the opportunity to photograph the structure for the town's records before its demolished.

**d. Items not on Agenda:**

None

**VI. Town Administrator Report**

-The Highway Advisory Board will be meeting is scheduled for Monday, November 27, 2017, to discuss the 2018 Highway Maintenance Plan

-The Budgets have been distributed to the Budget Committee. Their first meeting is Tuesday, November 28, 2017. The Highway Department budget will be reviewed.

**Selectmen's Report**

**Proposed Warrant Article: Street Light Study Committee**

The proposed warrant article, submitted by Selectman Chamberlain, is to form a committee consisting of 5-7 registered voters to review the street lights in town and report to the voters at the next Town Meeting. There are 18 street lights in the Village area. Improved lighting in front of the fire station is of concern. Eversource offers rebates for certain LED light replacements.

**VII. Selectmen's Report**

**a. MACC Base Action & Agenda**

No items to discuss.

**b. Transportation Committee**

No items to discuss.

**c. Planning Board**

No items to discuss.

**d. Heritage Commission**

No items to discuss.

**e. Safety Complex**

No items to discuss.

**VIII. Information Items Requiring No Discussion - None**

**IX. Non-Public Session - None**

**VOTE: Selectman Schultz made a motion; Selectman Chamberlain seconded to adjourn at 6:26pm.**

Next regular meeting: December 6, 2017 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas  
*Excused*

Selectman Mark Schultz

Selectman Mark Chamberlain