

# LYNDEBOROUGH BOARD OF SELECTMEN

## MEETING MINUTES

### December 20, 2017

**I. Call to Order**

Chairman Douglas called the meeting to order at 6:04 p.m. with the pledge of allegiance and introduction of Board members.

**II. Introduction of Members Present**

Chairman Fred Douglas, Selectman Mark Schultz, and Selectman Mark Chamberlain  
Town Administrator/Recorder Russ Boland

**Public Present:** None

**Media Present:** Jessie Salisbury, Milford Cabinet

**III. Appointments:**

None

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

Chairman Douglas asked if there were any members of the public that would like to address the Board.

Jessie Salisbury advised the Board the band from Florence Rideout School will be playing at Wilton-Lyndeborough Cooperative School tomorrow.

**V. Decision Making Actions:**

**a. Consent Agenda:**

December 6, 2017 Consent Agenda	Item Date	Approved
AP Warrants – December 13, 2017 & December 20, 2017		
Payroll Warrant – December 4, 2017 – December 17, 2017		
Purchase Order # 20727 – Grappone Auto Group, Concord –2018 Ford F-550 Fire Department Rescue Vehicle Crew Cab & Engine		
Request to Approve Timber Tax Levy Abatement (Operation 16-279-18, Map/Lot 235-017) (\$3,864.00, administrative)		
Request to Approve Reissuance of Timber Yield Tax Levy & Warrant (17-279-18, Map/Lot 235-017) – Accessed Via Gutterson Lane		
Request to Approve Timber Tax Levy Abatement (Operation 16-279-19, Map/Lot 235-017) (\$4,188.52, administrative)		
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-19, Map/Lot 235-017) – Accessed Via Gutterson Lane		
Board of Selectmen’s Public Meeting Minutes – December 6, 2017		
Board of Selectmen’s Non-Public Meeting Minutes – December 6, 2017		

**Vote: Motion by Selectman Chamberlain, seconded by Selectman Schultz to approved the consent agenda. Passed 3-0**

**b. Old/Tabled Business:**

– **Fire Department Rescue Truck Purchase Update**

T/A Boland advised the contract between the Town of Lyndeborough and Hackney Fire Apparatus for the construction of the new fire department rescue truck has been reviewed by staff and is currently being reviewed by legal counsel at PRIMEX.

**c. New Business:**

– **2017 Encumbrances**

T/A Boland and the Board reviewed the proposed encumbrances for 2017. The Board discussed if money should be encumbered to replace the roof at the Artillery Shed at Center Hall. It was decided further research needs to be conducted and any roof work that may need to be conducted should be incorporated in the 2018 budget. The Board instructed T/A Boland to contact the Cemetery Trustees and advise them that going forward encumbering money for projects should be the exception and not a yearly event.

Breakdown of 2017 encumbrances:

1. Police Cruiser - (2016 Town Meeting Article 6)	\$20,000
2. Cemetery - fertilizer, loam and stone work	\$3,900
3. Fire Department Rescue Vehicle - (2017 Town Meeting Article 6)	\$149,000
4. Forest Fire Grant Matching Funds	<u>\$3,200</u>
	Total: <b>\$176,100</b>

**Vote: Motion by Selectman Chamberlain, seconded by Selectman Schultz to encumber \$176,100 from the 2017 budget to the 2018 budget. Passed 3-0**

– **Draft 2018 Warrant Articles Discussion**

The Board was presented with the draft 2018 warrant articles and will review them over the next two weeks. Further action on the 2018 warrant articles will take place at the Board's January 3, 2018 meeting. The Board inquired if the Cemetery Trustees intended to submit a warrant article regarding the stone wall at South Cemetery. T/A Boland advised there has been no action regarding the stone wall since the spring of 2017, but he will inquire with the Cemetery Trustees.

**d. Items not on Agenda:**

– **Putnam Pond Clean Up**

Chairman Douglas inquired if the clean-up at Putnam Pond Boat Launch has been accounted for in the 2018 budget. T/A Boland reported he has consulted with Road Agent Kent Perry and was advised the required funding to clean up the area has been placed within the Highway Department budget. Chairman Douglas further inquired if the sign for the Putnam Pond Conservation area has been removed for restoration purposes. T/A Boland advised it has not been taken down as of this date, but he will follow-up with R/A Perry.

**VI. Town Administrator's Report:**

**a. Wilton-Lyndeborough Joint Budget Meeting**

T/A Boland advised the Board the joint meeting between Lyndeborough and Wilton for the purposes of reviewing the transfer station, recreation and Ambulance budgets is January 18, 2018, at 7:00 pm in Wilton. The Budget Committee has been advised.

**VII. Selectmen's Reports:**

**a. MACC Base Action & Agenda**

No Report

**b. Transportation Committee**

Selectman Chamberlain is continuing to attend the TTAC meetings.

**c. Planning Board**

No Report

**d. Heritage Commission**

No Report

**e. Safety Complex or Other Options Committee**

Selectman Chamberlain has been attending the committee meetings and advised the committee has developed a report for the 2018 Town Meeting.

**VIII. Information Items Requiring No Discussion**

- Selectman Schultz inquired about the door leading from the second floor of Citizens Hall to the handicap parking lot and asked why the door could not be opened from the outside. T/A Boland will follow-up with Highway/Building Maintenance Worker Greg Porter to resolve the concern.
- Selectman Schultz advised he has decided he will not be running for reelection in March. He stated his time on the Board has been rewarding, but his personnel schedule will not allow him to continue after March. Both Chairman Douglas and Selectman Chamberlain thanked Selectman Schultz for his dedication as a Selectman and wished him the best in the future.

**Vote: Motion by Selectman Chamberlain, seconded by Selectman Schultz to enter non-public session in accordance with RSA 91-A:3 II (b, d & e).**

**Roll call vote:** Chairman Douglas – yes  
Selectman Schultz – yes  
Selectman Chamberlain – yes

**The Board entered non-public session at 6:55 p.m.**

**Vote: Motion by Selectman Schultz, seconded by Selectman Chamberlain to re-enter public session.**

**Roll Call vote:** Chairman Douglas – yes  
Selectman Schultz – yes

Selectman Chamberlain – yes

**The Board re-entered public session at 7:15 p.m.**

**Vote: Motion by Selectman Chamberlain, seconded by Selectman Schultz to appoint Tyler Martinage to the position of Volunteer Firefighter with the Lyndeborough Fire Department. Passed 3-0.**

Selectman Chamberlain inquired about the timber yield tax abatements on this evening's agenda, and asked why the Timber Appraiser from the State of New Hampshire had changed his position upon appeal. T/A Boland advised the Board that no explanation was given by the appraiser.

**Vote: Motion by Selectman Schultz, seconded by Selectman Chamberlain to adjourn at 7:25 p.m. Passed 3-0**

All scheduled items having been addressed, the public meeting was adjourned at 7:20 p.m.

Next regular meeting: January 3, 2018 at Citizens' Hall at 6:00 p.m.

The signatures below are for the December 20, 2017, Selectman's meeting:

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Chairman Frederick Douglas

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Selectman Mark Schultz

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Selectman Mark Chamberlain