

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
December 6, 2017

I. Call to Order:

Chairman Douglas called the meeting to order at 6:02 p.m.

II. Introduction of Members Present:

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

Public Present: None

Media Present: Jessie Salisbury

III. Appointments:

None

IV. Community Forum and Public Comment:

Jessie Salisbury advised the coat rack in Citizens' Hall lobby was donated by Art
 Napolitano and may date back to the 1800s.

V. Decision Making Actions:

a. Consent Agenda:

December 6, 2017 Consent Agenda	Item Date	Approved
AP Warrants – November 29, 2017 & December 6, 2017		yes
Payroll Warrant – November 20, 2017 – December 3, 2017		yes
Purchase Order # 20720 – Meridian Land Services – Lyndeborough – Milford Town Line Correction Project		yes
Annual Blanket Purchase Order #'s: 20701 - JP Pest Services, 2023 - Maine Oxy, 20721 - WEX Bank (PD Fuel), 2027 - Leighton White, 2028 Volts Oil, 2029 Granite State Minerals, & 20719 People's United Bank		yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-12, Map/Lot 222-016) – Accessed Via Curtis Brook Road		yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant (17-279-15, Map/Lot 229-002 & 229-007) – Accessed Via Woodward Road		yes
Board of Selectmen's Public Meeting Minutes – November 22, 2017		yes

VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded to accept the consent agenda items. Motion passed 3-0.

b. Old/Tabled Business:

Fire Department Rescue Truck Purchase Update

T/A Boland advised the purchase of the rescue truck is moving forward. Currently the purchase & sales agreements with Grappone Ford and Hackney Fire Apparatus are being reviewed by both staff and legal counsel.

b. New Business:

Ratification of July 19, 2017 Conservation Commission Vote, Authorizing Expenditure of Funds (per RSA 36-A:4-a), Re: Map/Lot 206-003 & 212-002

The Selectmen reviewed the vote taken by the Conservation Commission on July 19, 2017, to contribute \$50,000 from the Conservation Fund to assist in the purchase of the Proctor property Map/Lot 206-003 and 212-002.

VOTE: Selectman Chamberlain made a motion, seconded by Selectman Schultz to ratify the vote of the Conservation Commission to expend funds on the assisting of a third party (PLC) in the purchase of the Proctor property Map/Lot 206-003 & 212-002 in accordance with RSA 36-A:4-a. Motion passed 3-0.

c. Items not on Agenda:

None

VI. Town Administrator Report

No items to discuss.

VII. Selectmen's Report

a. MACC Base Action & Agenda

T/A Boland presented the MACC Base agreement for 2018 to the Board. The Board reviewed the agreement and agreed MACC Base is providing excellent service to the town.

VOTE: Selectman Chamberlain made a motion. Selectman Schultz seconded the motion to sign the agreement with MACC Base for 2018. Motion passed 3-0.

b. Transportation Committee

No items to discuss.

c. Planning Board

The next meeting is December 21, 2017. Public notices for two public hearings have been posted in three public locations and on the town's website as well as in this week's the Milford Cabinet to review zoning changes for Home Business and Home Occupation plus Accessory Apartments. The Planning Board secretary announced there was no quorum for the November therefore no business was conducted.

d. Heritage Commission

The commission will meet in January.

e. Safety Complex & Other Options Committee

The Committee will meet on December 14, 2017 to finalize what they will bring to the Selectmen in preparation for their Town Meeting presentation.

VIII. Information Items Requiring No Discussion

The Board instructed T/A Boland to have the plaques at Citizens' Hall dedicating the trees in the Handicap parking area be removed for the winter.

IX. Non-Public Session RSA 91-A:3II (a & c)

VOTE: Selectman Schultz moved, Selectman Chamberlain seconded to enter a non-public session RSA 91-A:3II (a & c) at 6:30pm. Roll call, all voted in favor. Motion passed 3-0.

VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded to exit the non-public session at 7:33pm. Roll call, all voted in favor. Motion passed 3-0.

The Board announced that in non-public session they had approved an override of the Town's earned-time carry-over policy for an employee, due to extenuating circumstance outside of the employee's control. The situation will be reviewed in six months.

The Board announced that they had approved a tuition reimbursement request for an employee.

The Board had a discussion regarding the Police Department budget. The Board concluded the funds for the Winter and Summer Chief's conference should be removed from the budget.

Vote: Selectman Schultz made a motion, Selectman Chamberlain seconded to remove \$700 from the Police Department training line item, specifically the Winter and Summer Chief's Conference. Passed 3-0

The Board reviewed the need to increase the Police Department overtime line by 176 hours, due to the policy of paying employees who work on federal holidays time and a half for the hours worked. The Board also agreed the line item for part time officer wages can be reduced by 176 hours.

Vote: Selectman Chamberlain made a motion, Selectman Schultz seconded to increase the overtime line in the Police Department budget by 176 hours and to reduce the line for part time officer wages by 176 hours. Motion passed 3-0.

X. Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 7:45pm.

VOTE: Selectman Schultz made a motion, Selectman Chamberlain seconded to adjourn at 7:45pm. Motion passed 3-0.

Next regular meeting: December 20, 2017 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred G. Douglas, Jr.

Selectman Mark Schultz

Selectman Mark Chamberlain