

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
May 9, 2018
Final

I. Call to Order:

Chairman Douglas called the meeting to order at 6:00 p.m.

II. Introduction of Members Present:

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

Public Present: Library Trustee Bob Rogers, Tom Finn from Brox Industries and Fred Aldrich
from Mitchell Sand & Gravel

Media Present: Jessie Salisbury

III. Appointments:

**6:05 p.m.: Opening of the Parking Lot Paving Bids
Citizens' Hall and J.A. Tarbell Library**

The proposal date was March 29, 2018 and the closing bid date was May 9, 2018 at
2:00 p.m. The sealed bids received are available tonight.

**VOTE: Selectman McQuade moved, Selectman Chamberlain seconded to open the
bids for the parking lot paving projects. Motion passed 3-0.**

Shattuck Paving, Quote #4360
Main parking lot of J.A. Tarbell Library
\$7,150

Shattuck Paving, Quote #4349
To overlay the handicap parking lot on the west side of Citizens' Hall.
\$5,856

Shattuck Paving, Quote #4350
Pave a base coat on the main parking lot on the east side of Citizens' Hall.
\$15,850

Brox Industries, Quote #6277
Both Citizens' Hall lots and J.A. Tarbell Library parking lots bids were quoted together.
\$33,558.40 for all parking lots

Advanced Excavation & Paving, Date 5-9-18 (no quote number)
Citizens' Hall west and east side and J.A. Tarbell Library (3 locations)

**VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to
reject Advanced Excavation & Paving proposal due to an inadequate paperwork.
Motion passed 3-0.**

6:15 p.m.: Opening of the 2018 Roadway Paving Bids

Shattuck Paving

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to reject the four road bids from Shattuck Paving due to inadequate paperwork. Motion passed 3-0.

Mitchell Sand and Gravel, Winchester, NH (no quote number listed on the paperwork) - Paving and reclamation quote that listed four roads.

- \$150,949.50 total

BROX Industries (Quote #6215) - Roadway Paving Bid, request for proposal all four projects itemized.

- \$181,107.40 total

Advanced Excavation & Paving (no quote number listed on the paperwork) - New Road, Center Road (1.5" overlay), and Baldwin Hill Road.

- New Road, \$31,660.40
- Center Road (overlay), \$13,545.00
- Baldwin Hill Road, \$90,239.25
- Center Road (shim coat) at \$64.50/ton

Chairman Douglas verified all documents were taken out of the sealed envelopes. The bid opening concluded. The Board will review the bids and will notify the companies of their decision.

Tom Finn from BROX Industries and Fred Aldrich from Mitchell Sand & Gravel provided additional information and alerted the Board there was no quantity for the shim listed on the bid therefore they all had to come up with a ton calculation and some companies could factor in different depths or length. *Mr. Finn and Mr. Aldrich left the meeting.*

Mr. Rogers did not have any questions at this time.

Selectman Chamberlain prepared a driveway permit for the J.A. Tarbell Library parking lot. The Board was agreeable for Selectman Chamberlain to sign the document and follow the process through.

Community Forum and Public Comment:

Jessie Salisbury inquired about future plans for the tax deeded house on Grove Street and suggested it could be a good building for the Lyndeborough Historical Society. The Society has an upcoming meeting where they can discuss the idea and draft a letter to the Selectmen with any interest. Once a project is established the Society can start to raise funds.

It was noted that the town had not made any promises or overtones to anyone about the property in any regards.

IV. Decision Making Actions:

a. Consent Agenda:

A vote was tabled at this time

May 9, 2018 Consent Agenda	Item Date	Approved
AP Warrants – May 1 & 8, 2018		
Payroll Warrant – April 23, 2018 – May 6, 2018		
Request for Annual Re-Adoption of Investment Policy		
Request to Reappoint Members to Special Boards and Commissions: Bob Rogers (Planning Board), Stephanie Roper (Heritage Comm.), Michael Decubellis (Conservation Comm.), Greg Kreider (Conservation Comm.)		
Request for Approval of Intent to Excavate Application (18-279-01E) – (238-022) Accessed Via Cram Hill Road		
Request for Approval of Intent to Excavate Application (18-279-02E) – (245-001) Accessed Via Cram Hill Road		
Request for Approval of Intent to Excavate Application (18-279-03E) – (213-006) Accessed Via Salisbury Road		
Request for Approval of Intent to Excavate Application (18-279-04E) – (212-001) Accessed Via Salisbury Road		
Request to Approve Veterans Tax Credit, Holland		
Request to Approve Veterans Tax Credit, Durost		
Request to Approve Current Use Application (Form A-10) – Woods, (239-030) - Wetlands		
Request to Approve Current Use Application (Form A-10) – Hill, (250-011) - Land		
Request for Abatement – Chrisenton (228-001)		
Board of Selectmen’s Public Meeting Minutes – March 28, 2018		
Board of Selectmen’s Non - Public Meeting Minutes – March 28, 2018 Request for Abatement – Chrisenton (228-001)		

Items on the Consent Agenda will be addressed at the May 23, 2018 Board of Selectmen’s meeting.

b. Old/Tabled Business:

None

b. New Business:

-Cemetery Road Guardrail Discussion

CWS inspected the guardrail projects that include New Road and a section of Mountain Road damaged in an accident (the cost of which will be reimbursed through insurance). The end of the Cemetery Road guardrail is bent near the culvert on the Furnace Brook side of the culvert. It was noted there is no bank in this area to secure post to and the ends are different shapes. The Road Agent will inspect this section and provide safety measures as well. T/A Boland reported that CWS is not interested in the project unless the site is upgraded.

-DOT Driveway Permit for the Library

See above

-Stone Culvert Discussion

Road Agent Kent Perry and T/A Russ Boland inspected the four stone culverts which are: Crooked S Road, Section A; Crooked S Road, Section B; Beasom Road and Dutton Road, which appear to be in good shape. The Heritage Commission provided a map of the culverts.

A concern was voiced that the culvert work on Beasom Road could create traffic flow concerns at the four-way intersection.

c. Items not on Agenda:

None

V. Town Administrator Report

-The Street Light Committee will meet on May 21, 2018 at 7:00 p.m.

-Sally Curran expressed her appreciation to the town for sending a Get Well card to her husband.

-Septic covers for the J.A. Tarbell Library Parking Lot: The library has a pump system and two of the septic covers are next to each other which will require a different type of cover. Selectman Chamberlain will research options. A pumping schedule and maintenance was discussed.

-28 Putman Road: T/A Boland had a dialogue with the owners regarding the fence and line of sight issue and sent an email advising them to reach out the Code Enforcement Officer, Police Chief and Road Agent if they are going to reinstall the fence which has been taken down.

-Mack Truck accident on Gulf Road: There was a disagreement regarding payment from the other driver's insurance company. After receiving a letter from the town the insurance company is willing to pay 100%. (\$500)

T/A Boland asked the Board if they had any questions about the Chrisenton abatement. He noted the Assessor recommended a denial of the request. T/A Boland advised the Board he is recommending approval of the abatement due to administrative oversight. This will be tabled until the next meeting.

-Odor at Citizens' Hall

JP Pest looked at the odor problem in the Citizens' Hall basement and concluded the ducts need to be cleaned and there is mold that will be remediated.

The cost to remedy the problem is a three-part component totaling \$8,979

- Duct cleaning (\$1,095)
- Spray treatment to kill the mold (\$5,256)
- Put a 3 mm. thick plastic cover over dirt floor to prevent moisture and stop future mold plus use a solution through the duct work

The Building Repair line has \$4,340 available. Proposed projects include painting the stairs \$1,175; annual carpet cleaning \$450 and buffing and refinish floors at \$600 for a total of \$2,225. There would be a deficit in this line item of \$6,864.

T/A Boland pointed out there will be a savings in the Health Insurance line that will far exceed the Building Maintenance line and can offset this cost. It was suggested to over-expend the Building Repair line and under-expend the Health Insurance line.

Using another dehumidifier brand and relocating the unit was discussed. The Board asked T/A Boland to see if JP Pest recommends cleaning the carpets immediately after they complete their work or would cleaning them in the fall be sufficient.

The Board felt it was important to protect the health of the employees in the building and is agreeable to the work and cost. Chairman Douglas directed T/A Boland to proceed with the quote as soon as possible.

-Zeke Harkleroad provided fire station statistical data on housing. The Board instructed T/A Boland to thank Mr. Harkleroad for his work.

-The 2016 Dodge has a Myer's plow on it which has not worked out well and should be replaced. T/A Boland received three quotes.

The lowest quote is \$6,100 for a Fisher MC9 10 ft. straight plow for the Dodge. The other quotes were \$6,400 and \$6,900. The Fisher plow is interchangeable with the other truck and wiring. The Myer's plow can be sold on Craigslist.

The intent of the 550s trucks are to plow parking lots, pushing back corners, plow dead ends and they are not supposed to plow the roads unless there is no other option.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to authorize T/A Boland to expend \$6,100 for a Fisher plow for the 2016 Dodge and authorize the installation of the underpinning of the plow assembly for the 2007 550. Motion passed unanimously.

VI. 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.

VII. Information Items Requiring No Discussion
None

VIII. Non-Public Session RSA 91-A:3II (c & e)

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to enter non-public sessions per RSA 91-A:3II (c & e) at 7:35 p.m. All members voted yes. Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to exit the non-public sessions and adjourn at 8:05 p.m. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:05 p.m.

Next regular meeting: May 23, 2018 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Richard McQuade