

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
June 6, 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: Brett Mayes, Ron Shattuck, Bill Gelinias, Sharon Gelinias and Bob Rogers

Media Present: Jessie Salisbury

III. Appointments:

6:05pm – Review of Parking Lot Paving Bids for Citizens’ Hall and Library

Shattuck Paving Representatives Brett Mayes and Ron Shattuck were present.

The septic system risers at Citizens’ Hall and the library were discussed as well as the clean-outs. The responsibility of the town and vendor were reviewed and clarified.

Mr. Mayes quoted \$500 per riser which will have a 30 inch round cast ring and mortar to the tank with a solid sewer lid inside. Mr. Mayes explained the lids are about 200 pounds each which helped alleviate the town’s concern about using locking lids. The work will be accommodated and a change order proposal submitted.

A winter binder material will be used which should last 3-4 years until the top coat is put on but Shattuck Paving suggested applying the top coat as soon as possible.

Shaping the swale so water can run into a retention pond near the dumpster location at Citizens’ Hall was discussed to help eliminate water under the parking lot which could create heaves. Mr. Shattuck suggested they can prep on a Friday or Saturday then the town should put the rip/rap and stone down before the paving starts the following week. They don’t recommend going on the pavement with heavy trucks soon after the asphalt is put down. This process will be coordinated with the Road Agent.

Dig Safe will be called for the safety of both projects. It was noted there is a leach field under the Citizens’ Hall lot and it is not known if there is clay under that lot.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to award the three parking lots bid to Shattuck Paving, not to exceed \$30,500. Motion passed 3-0.

6:30 p.m. Appointment: Review of Roadway Paving Bid

Bill Gelinas and Sharon Gelinas were present.

The Board reviewed their concerns about the Baldwin Hill Road culvert and the Center Road drag shim. Mr. Gelinas will inspect the road, especially in front of brick Federal home owned by George Warren on Center Road, so they are aware of the road condition. The plan is to drag shim the portions of Center Road in order to extend the life of the road until the future engineering study and repairs are made.

Mr. Gelinas informed the Board they can do 250–300 feet per truck and 23 tons can be hauled in the truck. He estimated that 10 loads can do about 2,000 feet for one lane. The road is about 1,500 feet.

NEW ROAD on the end of Center Road end will be reclaimed. Advanced Paving will do that work, fine grading and put 2.5 inches of dense binding.

CENTER ROAD from Town Hall to where construction work ends about 1,000 feet with 1.5 inch overlay

BALDWIN HILL ROAD

Reclaim 3,500 feet by 22 feet wide, fine grading and put down 2.5 inch binding.

CENTER ROAD (project 4)

Drag shim as much as the town can afford on Center Road on specific areas.

In terms of the culvert concerns, where there is an issue with the bottom, Mr. Gelinas recommended they can reclaim the road then the Road Agent can add gravel and do the culvert work. Selectman Chamberlain will try to expedite the DES permit to replace the culvert that is failing.

Road Agent Perry expects the projects can start the end of July or beginning of August.

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to award the Roadway Paving Bid to Advanced Paving for the three projects at a cost of \$135,444 with the fourth project being a drag shim on Center Road at \$64.50 per ton. The total cost is not to exceed \$153,000. Motion passed 3-0.

The Board agreed to authorize T/A Boland to authorize both contracts.

IV. Community Forum and Public Comment:

Jessie Salisbury reported the Historical Society received photographs from the Lyndeborough 250 Anniversary in 1986 that included a few photos of George Warren, Polly Cote and then Gov. John Sununu.

The fourth grade class will tour at Citizens' Hall and Center Hall on June 7, 2018 as part of their Local and State History Unit. Stephanie Roper will meet with the students at Citizens' Hall while Walter Holland and Clayton Brown will talk with the students at Center Hall and have an antique tools display. The students will then visit Wilton Center.

V. Decision Making Actions:
a. Consent Agenda:

June 6, 2018 Consent Agenda	Item Date	Approved
AP Warrants – May 29 & June 5, 2018	6/6/18	Yes
Payroll Warrant – May 21, 2018 – June 3, 2018	6/6/18	Yes
Request for Approval of Purchase Order # 20778 – JP Pest Service – Citizens’ Hall Mold Treatment & Stain Removal (Service # 2091879)	6/6/18	Yes
Resubmission of Request to Deny Tax Exemption – United Church (231-004) with new signature form	6/6/18	Yes
Resubmission Request to Deny Tax Exemption – New England Forestry Foundation (203-005 & 202-005) with new signature form	6/6/18	Yes
Request to Approve Issuance of Excavation Yield Tax Levy & Warrant, Granite State Concrete 17-279-01E (Map/Lot 213-006) & 17-279-02E (Map/Lot 212-001)	6/6/18	Yes
Request to Approve Issuance of Excavation Yield Tax Levy & Warrant, Quinn Properties, LLC, 17-279-03E (Map/Lot 245-001) & 17-279-04E (Map/Lot 238-022)	6/6/18	Yes
Request for Approval of Intent to Cut Application (18-279-06T) – Accessed Via Schoolhouse Rd	6/6/18	Yes
Request for Approval of Intent to Cut Application (18-279-07T) – Accessed Via Mountain Rd	6/6/18	Yes
Request for Approval of Intent to Cut Application (18-279-08T) – Accessed Via Crooked S Rd	6/6/18	Yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant - Cooke, Dee - 17-279-03T, Accessed Via Dutton Road	6/6/18	Yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Crouse, William 17-279-05T, Accessed Via Bracketts Corner	6/6/18	Yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant - Pedersen, Scott - 17-279-06T, Accessed Via Mountain Road	6/6/18	Yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant - Kenick, Lois 17-279-10T, Accessed Via Bracketts Corner	6/6/18	Yes
Request to Approve Issuance of Timber Yield Tax Levy & Warrant - Bixby, George and Patricia 17-279-21T, Accessed Via Bracketts Corner	6/6/18	Yes
Board of Selectmen’s Non Public Meeting Minutes – May 23, 2018	6/6/18	Yes
Board of Selectmen’s Public Meeting Minutes – May 23, 2018	6/6/18	Yes

The Consent Agenda was tabled until the end of the meeting.

b. Old/Tabled Business:

Street Lighting Study Committee Update

The Committee met on June 4, 2018. They plan to coordinate a meeting with Eversource for June 25, 2018 at 7:00 p.m. Members were given assignments and it was noted that a few lights on Glass Factory Road were missing from the initial maps.

b. New Business:

2018 Budget Update

The Budget at 41% of the year is at 31% spent but after the Mountain Road bond payment the budget will be at 41% spent.

Citizens' Hall Maintenance Update

The mold remediation project in the basement of Citizens' Hall was completed by JP Pest Control which took four days. The basement is much cleaner and a plastic membrane was put down on the floor. The building continues to struggle with a smell which was identified as a heating issue that is being addressed. Construction debris from the 1996 renovation project was removed from the duct work prior to the vents being cleaned.

Citizens' Hall Water Damage Update

Water damage was sustained as a result of a rental function on the second floor at Citizens' Hall. Due to the damage, the \$50 security deposit will be retained. Greg Porter sheet rocked a 2x2 ft. hole in the police department and JP Pest Control fumigated the opened area of the ceiling before it was closed to mitigate potential mold growth. The Board discussed if the current security deposit requirement of \$50 is sufficient in addition to requiring renters supply a certificate of insurance naming the town as additionally insured.

c. Items not on Agenda:

None

VI. Town Administrator Report

-The Highway Advisory Committee will meet on June 11, 2018 and the end of July.

-Driveway at 1204 Center Road

The owner marked where they would like to relocate the driveway from 1204 Center Road to Mountain Road. The Road Agent will inspect the site-distance. It is possible that trees and rocks may need to be removed. If the proposed driveway it approved it would be required to close the horseshoe drive on Center Road be permanently removed and the drainage issue/water pooling on Center Road be resolved.

-New Police Cruiser

The Police Department will be trading-in the 2014 cruiser for the 2018 cruiser. The Board agreed to give T/A Boland authorization to complete the transactions.

-Follow-up on New Road

Scott Roper reviewed records for New Road which indicated New Road was laid out in 1838 at 49.5 feet wide which is a 3 rod road.

-Greg Porter noticed a leak in the air conditioner downstairs at Citizens' Hall. The furnace was inspected and then red tagged due to concerns of a crack in the exchanger. It is possible the problem may be the heat and not the AC. Jason Weatherbee Plumbing will return to inspect the unit. There is an odor from that area and JP Pest Control felt it might be from the heating/AC unit. Replacing the unit was discussed which could cost an estimated \$10,000-\$15,000. The Board requested a RFP to replace the heating and AC unit.

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 RSA 91-A:3II (c)

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to enter a non-public session RSA 91-A:3II (c) regarding reputation at 7:12 p.m. All voted yes. Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded re-enter the public session at 7:24 p.m. Motion passed 3-0.

Once back in public session the Board discussed and reviewed the Consent Agenda.

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to accept the Consent Agenda as printed. Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to adjourn at 7:52 p.m. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 7:52 p.m.

Next regular meeting: June 20, 2018 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Richard McQuade