

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
August 15, 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 Rick McQuade
Town Administrator Russ Boland and Recorder Kathleen Humphreys

Public Present: Terry Wolf and acting Road Agent Mark Chase.

Media Present: Jessie Salisbury

III. Appointments:

State Senate Candidate Terry Wolf

Ms. Wolf introduced herself to the Board of Selectmen. She is running for the State Senate being vacated by Sen. Andy Sanborn. She had a conversation with the Board regarding issues they have concerns about.

Chairman Fred Douglas discussed his concerns about the proposed changes to the New Hampshire Retirement System, in particular to law enforcement and firefighters, that will take effect on Jan. 1, 2019. The State will grandfather towns that have part-time chiefs and part-time officers. Once the grandfathered employee vacates his/her position the town will be bound to hire a full-time employee or reduce their hours to 24-hours/week. Chairman Douglas is the P/T Police Chief for the town of Frankestown. Lyndeborough has a part-time chief. Both towns have part-time chiefs who work no more than 32-hours per week. He already told the Frankestown Selectmen that if the hours are reduced to 24-hours per week he can't adequately and professionally do the job on 24-hours per week. In his opinion, it will have a negative effect on smaller towns with part-time chiefs and feels it is force-feeding these communities and can be detrimental to their budgets and its wrong. He wanted Ms. Wolf to keep this in her mind.

Chairman Douglas mentioned that the New Hampshire State Police are responsible for covering any community under 3,000 residents. He made the point that when Frankestown is not covering the town with local officers they put State Police on call and about 85% of the time the State Police do not come out to the call. After 10 p.m. there are two State Police on duty in the entire state; one in Nashua and one in Manchester, and Chairman Douglas felt that is unacceptable. He felt the call volume in smaller communities is not enough to warrant a full-time chief. In his opinion, the taxpayers in these small towns will be the ones that will pay; financially or service-wise.

T/A Boland expanded on the topic and said from a recruitment standpoint it's a real problem to find part-time and full-time officers in regards to recent changes in the retirement system; it's no longer an attraction for new hires.

Also noted that at times, the number of chief/officer that applied for an opened police position could be close to 100 applicants but after the hiring process and academy time maybe only 1 or 2 candidates are left who are eligible to be hired. Chairman Douglas felt the police forces should not have to lower their hiring standards.

Selectman Chamberlain mentioned he would like to see more Block Grant money for smaller towns in New Hampshire.

Terry Wolf promised if she is elected that she will be available to visit the town when they need her assistance. She mentioned her goal is to get kids educated for today's jobs because many systems are educating on the older model and are behind the times. She has an interest in getting students into community colleges and technical education.

2018 Highway Department Work Plan Update by Mark Chase

Highway Department employee Mark Chase presented the work plan update to the Selectmen. Mr. Chase is Acting Highway Department Supervisor since Kent Perry resigned.

Mr. Chase presented the Board with documentation regarding accountability of material, labor and aggregate costs compiled from the date of Mr. Perry's resignation to today.

Paving is scheduled to start the week of August 27, 2018 on New Road, Baldwin Hill Road, Center Road, plus the drag shim on Center Road. The residents of Baldwin Hill Road were informed of the work schedule.

Chairman Douglas asked Mark Chase if, in his professional opinion, he feels more crushed gravel should be brought in for Baldwin Hill Road and for the surface to be raised. Mr. Chase responded they brought in 10 truckloads of gravel which they compacted, watered and then compacted the base material a second time; he felt it's sufficient. The road has been raised. Large stones were pulled out in some areas.

Mark Chase presented the Board with a document title, "Highway Department Improvements" that could result in cost savings. This was a group effort of the department.

In the two-weeks Mark Chase has been the Acting Highway Department Supervisor, he has talked to many vendors, such as a tire vendor, which will help save money.

Expenditures:

Front Mounted Rake: The department is looking at a front mounted rake to replace the tow behind rake which is from about 1954 and is "tired". Parts are not available and there are issues. The new rake is 9 feet wide with 2 feet extensions so it can extend into a ditch. It will be safer to operate and can do additional work.

\$1,600 will come from the Block Grant and \$3,000 from the Rental Contract Line.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to authorize the purchase of a front mounted rake, not to exceed \$5,000. Motion passed 3-0.

The highway department is very happy with the work performance of the rubber tracked excavator they are renting and plans to extend the rental a bit longer. Future uses for the rubber tracked excavator were discussed.

Radios: There is money left in the line item for the purchase of radios for the new 10-wheeler. The price includes 2 radios and installation with a \$95 frequency upgrade for the older truck. They are 70 watt radios, high band and low band, that will work with MACC Base.

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to authorize the purchase and installation of two radios from Beltronics which includes reprogramming the older rescue truck for the sum of \$1,908.93. Motion passed 3-0.

The Board requested the quote from Beltronics be re-submitted to include identifying where each radio will be going for the records.

T/A Boland announced the construction of the new 10 wheeled dump has started.

Organization & Structure

The department currently has three employees. There was a discussion if the department should remain at three full-time employees and the rest be part-time employees. If so, the part-time line would need to increase while the full-time line would decrease. It was discussed there are many projects that need only two workers. Greg Porter spends an estimated 5-10 hours per week at the cemeteries and public buildings.

Flag Pole: Chairman Douglas inquired about the status of the new flag pole for Johnson Corner Cemetery that was previously approved. He strongly recommended the flag pole be installed before Veteran's Day.

The **Highway Advisory Committee** will meet on Monday, September 10, 2018.

The highway department will have a list of repairs for the CAT and John Deere to discuss at a future meeting. The CAT is quoted for \$6,000 while the John Deere has a quote of \$8,200. Chairman Douglas inquired about the newly installed tires.

Mark Chase discussed the versatility of the rubber tracked excavator and as budget season approaches, he was asked to research the cost of a used machine and rental costs.

The Crack Seal project will start the week of Labor Day on Mountain Road from the van Ham's rental property down to Richardson Road. Extending that area was discussed.

The department will clean the inlets and outlets of the culvert in preparation for Belmore's work.

Roadside mowing was done on the high traffic areas. Some additional areas will need to be hand-cut such as the left side of New Road by the Devir home, Herrick and Pinnacle Road.

Tree Cutting: Mark Chase had concerns about the tree cutting project in town and mentioned the crews are leaving the cut portions on the side of the road. Global Energy

is the subcontractor for Eversource. High stumps were left on New Road. Stumps were left in the town's roadway. The town expects this tree work to be done properly.

Jessie Salisbury added that it's a mess. She mentioned they did a messy job at the United Church in the Village and in other areas.

T/A Boland will contact Rick Sullivan from Eversource.

Solid Line Stripe: It was noted a solid line stripe will be painted on the 2nd NH Turnpike and Center Road from Perham Corner to the Pink House near the Center (minus the road portions in Wilton).

Future Projects: Extra gravel will be used on New Road and Crooked S Road.

Road Sand: The sand will come in after Labor Day. 200-300 yards will be stored in North Lyndeborough and covered in calcium to prevent it from clumping.

Pettingill Hill Road Culvert: Culvert work will be done in mid-September. It was noted to stay a certain distance from the driveway and the telephone poll. A 12 inch pipe will be installed while the existing pipe in the culvert will remain.

Dirt Roads: Mr. Chase was asked for his department to identify what dirt roads have elevation concerns that should be addressed over the next few years.

Work list: A list of bi-annual and annual work assignments was developed for the Highway Department to easily identify projects.

IV. Community Forum and Public Comment:

Jessie Salisbury reported that the Historical Society is upset about the way the Catalpa Tree was cut by Eversource's subcontractor Global Energy out of South Portland, Maine and complained they did a very poor job of pruning and left the cut wood in inappropriate locations and said, "It was a terrible mess". There was also a photo in the Milford Cabinet on Aug. 16, 2018 of the tree. The caption read, "...Branches were not trimmed, just lopped off, and the owners were left to clean it all up."

This Catalpa Tree has historic value to Lyndeborough and is in the Village next to the United Church. It is the second largest Catalpa Tree in Hillsborough County and was a gift from Walter Patterson in 1910.

Jessie Salisbury requested the area around the Glass Factor Historic sign be weed wacked.

V. Decision Making Actions:

a. Consent Agenda:

August 15, 2018 Consent Agenda	Item Date	Approved
AP Warrants – August 14, 2018	8/15/18	Yes

Payroll Warrant – July 30, 2018 – August 12, 2018	8/15/18	Yes
Request for Approval of Purchase Order # 2050 – NORTRAX – Highway Equipment (\$4,525.95)	8/15/18	Yes
Request for Approval of Petition and Pole License from PSNH and TDS Wilton (Cram Hill Road – 233/20)	8/15/18	Yes
Request to Execute Land Use Change Tax Levy & Warrant (218-003)	8/15/18	Yes
Request to Approve August 1, 2018 Tabled Selectmen’s Agenda	8/15/18	Yes
Board of Selectmen’s Public Meeting Minutes – August 1, 2018	8/15/18	Yes
Board of Selectmen’s Non Public Meeting Minutes – August 1, 2018	8/15/18	Yes

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

b. Old/Tabled Business:

Street Light Committee Update

The Committee will meet on August 27, 2018 at 7:00 p.m. for a public input session to hear input from residents regarding the street light study. Abutters have been properly notified and the information is on the town’s website.

c. New Business:

None

d. Items not on Agenda:

None

VI. Town Administrator Report

-The Highway Advisory Committee will meet on Monday, September 10, 2018 at 7:00 pm.

-The audit conducted by Plodzik & Sanderson, P.A. has concluded with good results.

-The **Ambulance Inter-Municipal Agreement** contract is progressing in the right direction. There was discussion on the “Opt Out” clause to change this from a 6-month opt out to a 1-year opt out option. The Board had no concerns with changing to a 1-year Opt Out agreement.

-The state will be doing work on the train bridge on Glass Factory Road. A Federal grant will cover the \$337,000 portion labeled “other’s responsibility”. The total cost will be \$1.6 million. This work is not scheduled to start until 2028.

-Resident Bob Rogers has donated \$10,000 to establish The Robert H. Rogers Children’s Trust to benefit youth programs at the Library. The donation will be officially accepted at the August 29, 2018 Board of Selectmen’s meeting.

-The mapping issue has been resolved on Mr. Bertrand's property. It's still a work in progress to resolve the issues on Mr. McGinnis property. It is estimated there are about 70 other properties in town that have dual acreages.

-The Employee Appreciation Cookout will take place at Center Hall on Wednesday, September 12, 2018 from 4:00-5:30 p.m. The Selectmen will meet at 6:00 p.m. at Center Hall.

-Chairman Douglas asked T/A Boland if he had a conversation with Town Moderator Walter Holland and Town Clerk/Tax Collector Trish Schultz regarding the upcoming primary on September 11, 2018. He also discussed the Selectmen's responsibility.

-Selectman Chamberlain announced the town received the state driveway permit to pave the library parking lot.

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 (a & c)

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to enter a non-public session RSA 91-A:3II (a & c) at 7:40 p.m. All voted yes. Motion passed 3-0.

VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to exit the non-public session at 8:32 p.m. and return to the public session. Motion passed 3-0.

Back in public session:

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to appoint Mark Chase to the position of Interim Highway Department Supervisor at pay grade 6. Motion passed 3-0.

The Board addressed the parking situation on Purgatory Road. The Board instructed T/A Boland to have "No Parking" signs placed on the Milford side of Purgatory Road.

VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to adjourn at 8:40 p.m. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 8:40 p.m.

Next regular meeting: August 29, 2018 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Mark Chamberlain

Selectman Rick McQuade