

**LYNDEBOROUGH BOARD OF SELECTMEN**  
**MEETING MINUTES**  
**August 29, 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:** Bob Rogers and Burton Reynolds

**Media Present:** Jessie Salisbury

**III. Appointments:**

**6:05 p.m. – Public Hearing for Acceptance of Unanticipated Funds per NH RSA (31:95 (b)) – Donation to “The Robert H. Rogers Children’s Fund” in the amount of \$10,000, to benefit the J.A. Tarbell Library**

Bob Rogers and Burton Reynolds were present.

**VOTE:** Chairman Douglas made a motion, Selectman McQuade seconded the motion as followed, by the request of the donor and per RSA 31:95b, I motion the Board of Selectmen, as duly authorized agents of the Trustees, to accept in trust, on behalf of the Town of Lyndeborough, a donation in the amount of \$10,000, for the purpose of creating a charitable trust to benefit the J. A. Tarbell Library pursuant to the following conditions; The name of the trust shall be named "The Robert H. Rogers Children's Fund"; It shall be permanent, with only income used, at the Trustees' discretion, subject to these limitations and said income shall be used solely for materials and programs intended for children sixteen years of age, or younger, and shall not be used for the general operating expenses of the J. A. Tarbell Library. Motion passed 3-0.

The Board thanked Bob Rogers for his very generous donation and said it is very much appreciated to leave this in a trust and presented him with a letter which was read out loud.

*August 29, 2018*

*Bob Rogers  
468 New Road  
Lyndeborough, NH 03082*

*Dear Bob,*

*The Lyndeborough Board of Selectmen would like to thank you for your extremely generous donation that created The Robert H. Rogers Children’s fund.*

*Children are our ambassadors of the future, carrying our history, hopes and dreams with them as they grow and mature to become the next generation.*

Your considerable donation will support youth programs and materials at the J.A. Tarbell Library in perpetuity, providing Lyndeborough's youngest residents the tools and knowledge they will need to become tomorrow's responsible citizens.

Thank you for your donation and for all the many other facets of Lyndeborough you enhance.

Sincerely,  
Fred G. Douglas, Jr. Chairman  
Mark A. Chamberlain, Selectman  
Richard L. McQuade, Selectman

Bob Rogers said he wanted to leave money in his will but with this trust it will be ensured it will be used as he intended and it won't be an administrative burden on the library. There will be a few hundred dollars in interest to be used each year. Mr. Rogers also mentioned a donation from Lucille Watts that the Trustees can discuss, if it can also be put into a trust, and that the Trustees should establish a policy. In his opinion, if people give a donation in someone's memory to the library they probably want the funds to be used for a purpose other than general operating funds to pay the propane.

Burton Reynolds mentioned a trust is an effective way to make a donation. He did research for a neighbor whose relative made a donation but he had a difficult time finding a paper trail on it. He eventually found the information in the town report with the help of the Attorney General's office.

The check was handed to Trustee Burton Reynolds who will ensure it will properly executed by Barrington Point Wealth Partners.

**VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to close the public hearing at 6:12 p.m.**

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

Jessie Salisbury mentioned Cider Mill Road and Furnace Hill Road were graded well and added compliments to Acting Highway Department Supervisor Mark Chase and the Highway Department.

**V. Decision Making Actions:**

**a. Consent Agenda:**

<b>August 29, 2018 Consent Agenda</b>	<b>Item Date</b>	<b>Approved</b>
AP Warrants – August 28, 2018	8/29/2018	Yes
Payroll Warrant – August 13, 2018 – August 26, 2018	8/29/2018	Yes
Execution of 2018 Department of Revenue MS-1 Form (Summary of Inventory Valuation)	8/29/2018	Yes
Request to Approve Veterans Tax Credit, DeCosta	8/29/2018	Yes
Request for Approval of Purchase Order # 20803 – Advanced Excavating & Paving – Reclaiming Baldwin Hill and New Roads (Inv. # 18390)	8/29/2018	Yes

Endorsement of Thank You Letter to Bob Rogers	8/29/2018	Yes
Board of Selectmen's Public Meeting Minutes – August 15, 2018	8/29/2018	<b>NO</b>
Board of Selectmen's Non Public Meeting Minutes – August 15 2018	8/29/2018	Yes

Chairman Douglas requested the August 15, 2018 minutes be amended to reflect the proposed part-time hours he discussed with Ms. Wolf would be 24-hours per week not 25-hour per week. Selectman Chamberlain requested to add his comment to Ms. Wolf that he would like to see more Block Grant money for smaller towns.

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to accept the Consent Agenda except for the Public Minutes of August 15, 2018 which will be amended and placed on the 9-12-18 Consent Agenda. Motion passed 3-0.**

**b. Old/Tabled Business:**

**Street Light Committee Update**

At the Public Hearing, which was well attended, Chairman Steve Brown went over the scope of the project and residents discussed if they wanted to add or eliminate lights in particular areas. A final report is expected in October.

**Wilton Ambulance Inter-Municipal Agreement Review**

The most recent document with changes is available for the Selectmen to review and afterwards it will be reviewed by Attorney Dresher. It is expected to be executed in Mid-September.

*Article 2, Section C and 3D and 6B were changed.*

**2018 Highway Department Work Plan Update**

-The grinding has been completed on New Road and Baldwin Hill Road. The weather delayed the pavement schedule. More test pits were done on Baldwin Hill Road and boulders removed. The DPW is happy with the results.

-Chairman Douglas asked why there is rip-rap only on one side of New Road. Selectman Chamberlain felt the grass will slow the water down on the other side. It will cost \$200 to hydro seed those areas.

-Pending projects such as staining the picnic tables, mowing and ordering gravel for New Road are moving forward. The driveway sealing at Center Hall will take place next week.

-The crack sealing will start next Thursday and last through Labor Day on Mountain Road, New Road and the 2<sup>nd</sup> NH Turnpike.

-Invoice for Beltronics now reflects the 10-wheeler radios.

-T/A Boland announced that a few residents visited Citizens' Hall to praise the road work that was done on Baldwin Hill Road. The Highway Department is doing a fine job up there, and received positive feedback.

**c. New Business:**

None

**d. Items not on Agenda:**

Chairman Douglas inquired about the culvert on Pettingill Hill Road.

Chairman Douglas inquired about the status of the new flag pole in Johnson Corner Cemetery. T/A Boland reported that Cemetery Trustee Ginny Chrisenton said the flag pole has been ordered. It could be installed next week or soon after. Chairman Douglas asked to be informed when the flag pole will be installed and asked Jessie Salisbury if she wanted to take a photo for the paper.

**e. Town Administrator Report**

Resident Robert M. Hartzell was in the military overseas last month and his wife did not have power of attorney to add his name when she registered their vehicle. They would like to add his name now and the only way to do that is to re-register the vehicle. Town Clerk Patricia Schultz suggested refunding the registration fee of \$476 due to extenuating circumstance so they can re-register the vehicle with the proper names on it.

**VOTE: Chairman Douglas made a motion, Selectman Chamberlain seconded to refund \$476 to Robert M. Harzell of 70 Putnam Hill Road in Lyndeborough for the purpose of extenuating circumstances so the vehicle can be registered. Motion passed 3-0.**

-The **Highway Department Advisory Committee** will meet on Monday, September 10, 2018 at 7:00 p.m. The discussion will include how the fleet and the department will look in the future.

**-SALT BID:** The salt prices went down \$5.22 a ton, which will result in about a \$3,000 savings.

Plans are to take the current salt and make a salt mix then pressure wash and paint the empty bays. 10 tri-axel loads will be ordered. The salt line item is expected to be reduced to \$30,000. The town roughly use 600 tons per season.

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade to authorize Town Administrator Russ Boland to execute the Salt Contract. Motion passed 3-0.**

**-DPW FUEL:** The Highway Department uses Volta Oil. T/A Boland stated that they had been bought out and that the new company was including the taxes in their billing, creating additional paperwork for the town to get the taxes reimbursed. Volta had deducted the taxes before billing the Town.

It was brought to light the Wex Fleet Program used by the Police Department could include the DPW and Fire Department. Mark Chase had some concern but he was told that the current pumps would not be abandoned. It was noted the meter at the town's pump is not accurate.

Benefits include there are many local locations to fuel up as well as;

1. The fuel will be at market price
2. The system tightens up the accountability because the paperwork is detailed.
3. The town can get out of the fuel storage business which reduces the town's liability.

Selectman McQuade had a concern about the availability of getting fuel 24/7. For example if gas stations are closed at night during a storm when the town needs fuel that is a concern. T/A

Boland said the Irving pumps and Penguin Mart in Milford are open 24/7 and are close by. There are many other gas stations that accept the Wex Fleet Program. In case getting to a gas station is difficult for a piece of equipment, there is an 80-gallon portable tank that can have fuel in reserve which is able to be filled with the help of the utility truck. T/A Boland would like to do more research on enrolling all departments the Wex Fleet Program and the Board approved.

**-Volvo Chains:** The department would like to put Drop Down Chains on the Volvo for the cost of \$2,500. The benefits, functionality and limitations of the chains were discussed.

-The next Selectmen's meeting is at Center Hall. The Employee Appreciation Cookout is from 4:00 p.m. to 5:30 p.m. The Selectmen's meeting will start at 6:00 p.m.

-The Board discussed a **Mutual Aid Agreement for the Building Inspector Services** with the Town of Wilton which outlined the responsibilities. It is agreed a change should include shared responsibilities by the two Town Administrators to oversee the day to day operations. The building inspector would do the work, the town would pay the Building Inspector then bill the other town.

Chairman Douglas had a concern about the different zoning of Wilton and Lyndeborough. T/A Boland said they have to know the town's zoning. Mostly the services will be building inspections that would inconvenience the public such as framing and electrical inspections.

-The **Myers' Plow** was \$6,500 new. The Highway Department would like to put the Myers Plow set-up on Craig's List complete with plow, frame and electronics. The plow is not old but covered with welds. It was agreed to post it on Craig's List for \$2,800.

-Mark Chase spoke with Dennis Solcomb to provide a dumpster in order to get rid of items that include steel items.

-NHMA provided their "key dates" calendar for the upcoming Town Meeting season.

-Town Budget: 70% of year is 62% spent prior to pavement payments. Revenues are at 70% of year and at 51.65% received but factor in the \$171,000 for the 10-wheeler and the revenues would be at 74%.

-Jessie Salisbury said she mentioned to Mark Chase it was difficult for her to walk to Dr. Lorenzo Bartlett's grave site on Crooked S Road. He will look at it. The Heritage Commission plans to install a Historic Marker at this grave site next year.

-Chairman Douglas mentioned he does not approve of the police cruiser being left idling so much. T/A Boland will speak with Chief Deware.

**f. Selectmen's Report**

**a. MACC Base Action & Agenda**

No items to discuss.

**b. Transportation Committee**

Selectman Chamberlain will not attend the September 12, 2018 TTAC meeting. Instead, there will be a Budget and Finance seminar on September 12, 2018 from 9:00 a.m. to 4:00 p.m. in Manchester that Selectman Chamberlain will attend. The Board has no

concerns if he takes the training seminar. Selectman McQuade will check if he is available.

**c. Planning Board**

Chairman Douglas had a concern the last Planning Board meeting was cancelled when there was a letter from Granite State asking for approval of the reclamation work on Mr. Bell's property that should have been addressed.

**d. Heritage Commission**

No items to discuss.

**e. Safety Complex**

The Board would like an update from the Fire Chief on their direction and feedback.

**g. Information Items Requiring No Discussion**

None

**h. Non-Public Session RSA 91-A:3II (a) Personnel**

**VOTE: Selectman McQuade made a motion, Selectman Chamberlain seconded to enter a non-public session RSA 91-A:3II (a & c) at 7:28 p.m. All members were polled and voted yes. Motion passed 3-0.**

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to exit the non-public session at 8:37 p.m. Motion passed 3-0.**

**VOTE: Selectman Chamberlain made a motion, Selectman McQuade seconded to adjourn at 8:37 p.m. Motion passed 3-0.**

**Adjournment:**

All scheduled items having been addressed, the public meeting was adjourned at 8:37 p.m.

Next regular meeting: September 12, 2018 at CENTER HALL at 6:00 p.m.  
(note different location)

Kathleen Humphreys, Transcriber

Chairman Fred G. Douglas, Jr.

Selectman Mark A. Chamberlain

Selectman Richard L. McQuade