

1 **LYNDEBOROUGH BOARD OF SELECTMEN**

2 **MEETING MINUTES**

3 **April 24, 2019**

4 *Final*

5
6 **I. Call to Order:**

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

8
9 **II. Introduction of Members Present:**

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

12
13 **Public Present:** Wally Holt and Interim Highway Supervisor Mark Chase.

14
15 **Media Present:** Jessie Salisbury

16
17 **III. Appointments:**

18 **6:05 p.m. Opening Sealed Bids – Old Town Barn Roof Replacement**

19 Chairman Chamberlain opened the one sealed bid the Town received from the RFP
20 which was from contractor John Hyde. The bid and specifications were read out loud.
21 Mr. Hyde's quote is \$7,850.

22
23 **VOTE: Selectman McQuade moved, Selectman Douglas seconded to accept the**
24 **bid from John Hyde totaling \$7,850 for the Old Town Barn Roof Replacement.**
25 **Motion passed 3-0.**

26
27 **6:09 p.m. Wally Holt, Heritage Commission Alternate Member Re-appointment**

28 Mr. Holt addressed the question of what he is involved with for the Heritage
29 Commission. He replied there are more historical signs to do and work on the Common.

30
31 **6:11 p.m.: Jessie Salisbury, Heritage Commission Member Re-appointment**

32 The Selectmen asked what has been going on with the Heritage Commission. Mrs.
33 Salisbury announced that this Friday they plan to meet with the property owner to
34 discuss the placement of the Clark Pottery Sign. Three members have been working on
35 the Town History update for about five years. A first draft is expected this fall then
36 selecting photographs. The Old House Project is on-going. Bud McEntee suggested
37 ways to help protect the brick foundation at the old railroad station. An alternative to the
38 current picket fence which is protecting the bricks is a major project for this year.

39
40 Selectman McQuade mentioned that he is amazed that every time he attends a meeting
41 he learns something new about a town he has lived in his whole life.

42
43 Selectman Douglas inquired if there is interest in a Historical Sign for Dr. Lorenzo
44 Bartlett's grave on Crooked S Road? Jessie Salisbury said yes but it's further down on
45 their list because it's not an area many people see. The next historical signs are
46 planned for the West Cemetery on Rt. 31 and in South Cemetery at the Soldier's
47 Monument which will be after the wall is fixed at South Cemetery.

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

51 Jessie Salisbury reported the Historic District Commission will be holding its annual
52 meeting next month, possibly on May 24, 2019. That is when they return to holding
53 meetings at Center Hall. The Selectmen will be invited to the meeting so any discussion
54 regarding the Old Town Barn work and Fire Station/Substation will be on record.
55

56 The Historical Society will meet on June 15, 2019 for their Show & Tell - Q&A meeting.
57 A number of newly acquired historical items will be on display. Theo Rocca donated
58 items to the Historical Society that included a letter from then Gov. Meldrim Thompson,
59 Jr. dated 10-31-75 commending the Selectmen for reducing the town's tax rate. Mr.
60 Rocca also donated firemen's badges from the 1940s, (*see attachments*)
61

62 At this point the Historical Society keeps most of their memorabilia in the library while
63 some items are in personal homes. Items at the library were catalogued. Some
64 historical items have been put in acid free boxes and acid free files for their protection.
65

66 **V. Decision Making Actions:**

67 **Old/Tabled Business:**

68 **2008 Ford F550 Discussion**

69 *Selectman Rick McQuade abstained from this conversation.*
70

71 After the last meeting, T/A Boland followed up with contacting the White Farm to sell the
72 F550 at their auction. It was made clear the auction has no minimum bid policy. The
73 Town of Greenfield is interested in the sander and offered \$1,800. It was noted the new
74 parts alone are worth about \$1,500.
75

76 The New Hampshire Municipal Association has a free classified service for members.
77

78 Mark Chase reported the plow is in good shape, cleaned, greased, and ready to go. The
79 F550 needs two new front tires, a rebuilt front end, and has damage to the windshield. It
80 is the only town vehicle that can fit under the railroad trestle for plowing.
81

82 The Board agreed to go through NHMA to sell the vehicle on their own. If the vehicle
83 does not sell the plan will be to take it to the White Farm auction in the fall. Mark Chase
84 will work on the documentation and present at the May 8, 2019 meeting.
85

86 **2019 Re-Appointment of Expiring Terms to Boards, Committees & Commissions**

87 T/A Boland made three attempts to contact Planning Board Member Larry Larouche.
88

89 The Board readdressed having a Selectmen's Representative on the Conservation
90 Commission. Selectman Douglas had a concern about the stand the Conservation
91 Commission took relative to the coyote bill with the State Legislation HB 442. He
92 mentioned an email that was forwarded to him dated April 3, 2019 that went to the
93 Lyndeborough Conservation Commission and other towns. Inclusive of that email was
94 an attached photograph of the Board of Directors of the New Hampshire Fish & Game
95 with a set of cross hairs on the image. He finds this disturbing the Conservation
96 Commission would endorse this bill with this document in it relative to coyote hunting.
97

98 Selectman Douglas said he is upset the Conservation Commission received this type of
99 documentation and were involved with it. In his opinion he feels they were being used

100 as pawns. He has concerns they did not hold a public hearing on the matter to take
101 public input.

102
103 Selectman Douglas and another resident attended a recent Conservation Commission
104 meeting to voice their concerns. They felt that it was an illegal meeting. At that meeting
105 they asked, "Don't you think you should have a public hearing for something like this?"
106 and "Don't you think it would be appropriate before the Commission took a position on
107 this, to come before the Select Board?" The response was "No." Selectman Douglas
108 has a concern they thought it was within their purview as well as a concern if they knew
109 about the photographs.

110
111 **VOTE: Selectman Douglas moved, Selectman McQuade seconded to recommend**
112 **a representative from the Board of Selectmen be appointed to the Conservation**
113 **Commission to attend all meetings forthcoming to keep apprised on what they are**
114 **doing and what positions they are taking at the State Legislative level. Motion**
115 **passed 3-0.**

116
117 Chairman Douglas feels that transparency is very important.

118
119 **VOTE: Selectman Douglas moved, Chairman Chamberlain seconded to appoint**
120 **Selectman McQuade as the Selectmen's Representative to the Conservation**
121 **Commission as an oversight to the Board. Motion passed 3-0.**

122
123 Tom Chrisenton, Planning Board
124 Jessie Salisbury, Heritage Commission
125 Robert H. Rogers, Alternate to the Heritage Commission
126 Walter Holt, Alternate to the Heritage Commission
127 Kurt Berna, Conservation Commission
128 Theresa Berna, Conservation Commission
129 Kris Henry, Alternate for the Conservation Commission
130 Stephanie Roper, Historic District Commission
131 Robert H. Rogers, Alternate to the Library Trustees

132
133 **VOTE: Selectman Douglas moved, Selectman McQuade seconded to appoint**
134 **those names (above) to those Commission/Boards for those terms.**

135
136 Chairman Chamberlain has a problem with the Kurt and Theresa Berna's answers.

137
138 T/A Boland reported he recently attended a Conservation Commission meeting in which
139 they discussed transparency, the public right-to-know, right to attend, and improved
140 communication. It was agreed all correspondences shall be sent to the Town Office for
141 dissemination. He also said that Chair Akers did not do this intentionally. It was noted
142 that an official vote was not taken but T/A Boland felt the Conservation Commission
143 heard the message and agreed to it.

144
145 T/A Boland mentioned when he talked to the Conservation Commission he was unaware
146 of the questionable photo with the cross hairs and finds that repulsive.

147
148 When these terms had come up for re-appointment T/A Boland contacted NHMA to get
149 their opinion on what happens if the Board votes to not re-appoint a candidate? The
150 legal opinion if you vote not to re-appointment, that person can stay in that position until

151 a new person is appointed. Another option is they could appoint a Board member to fill
152 the position. The Board felt they put a tool in place to re-appoint and should go with this
153 procedure.
154

155 Selectman Douglas said there was another photo of a person's body going through a
156 wood chipper and that referenced the N.H. Fish & Game's Board of Directors. He felt it's
157 appalling if the Lyndeborough Conservation Commission saw this image and took a
158 position. Since the photos were all in the same email as the literature they were sent, he
159 feels they had to have seen them.
160

161 Mark Chamberlain recused himself because one of people in the photo with the cross
162 hairs is his brother-in-law so he won't vote on the Conservation Commission members.
163

164 **VOTE: Selectman Douglas recited his previous motion to re-appoint accordingly**
165 **those names to those Commission/Boards for those terms. (listed above)**
166 **Selectman McQuade seconded. Motion passed 2-0-1 for the three Conservation**
167 **Commission re-appointments as Chairman Chamberlain abstained and motion**
168 **passed 3-0-0 for the other re-appointments.**
169

170 **b. Tabled Business**

171 None
172

173 **c. New Business:**

174 **2019 Warrant Article 14 re: Backhoe/Loader Purchase.**

175 Chairman Chamberlain attended the Highway Advisory Committee meeting on 4-22-19
176 in which the Backhoe/Loader Purchase was discussed. It's the Board's decision on
177 what to purchase. John Deere is the bid for the State for backhoes and loaders.
178

179 **VOTE: Selectman McQuade made motion to purchase a loader, new or used.**
180 **Selectman Douglas seconded. Motion passed 3-0.**
181

182 T/A Boland will report back by May 8, 2019 with their research. The Board asked T/A
183 Boland to inform the Highway Committee of this Board's decision to purchase a loader.
184

185 **2019 Safety Policy Re-Adoption**

186 The staff recommendations were reviewed by the Board while T/A Boland confirmed
187 changes.
188

189 **VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to re-**
190 **adopt the Safety Policy as amended. Motion passed 3-0.**
191

192 The Accounting Procedure Policy will be discussed on May 8, 2019.
193

194 **d. Items not on Agenda:**

195 None
196

197 **VI. Town Administrator Report**

198 The Town's webpage is advertising for candidates for the IT Advisory Committee (ITAC)
199 which currently has six interested candidates.
200

201 The Street Lighting bid is expected to be sent around the middle of May.

202
203 T/A Boland attended the recent Ambulance Advisory Committee meeting. T/A Boland,
204 Chairman Chamberlain and Fire Chief Brian Smith attended an Ambulance Association
205 meeting. Selectman Douglas was elected Vice Chair of the Board of Directors.
206

207 May 7, 2019 is the Fire Chief's meeting for the next Ambulance Advisory Committee.
208 May 30, 2019 is the Ambulance Association meeting.
209

210 The Center Road Paving Project is scheduled for May 13-31, 2019. The information is
211 on the Town's web page, an electronic sign, Police Facebook page, two yellow A-Frame
212 sign, as well as letters mailed to those who are affected plus the "You Know You are
213 From Lyndeborough" Facebook page.
214

215 The State notified the Town they will be paving between Rt. 31 and Center Hall. It won't
216 interfere with the timing of the Town's Center Road paving in May.
217

218 There are bats in the attic of Citizens' Hall. This bat is a protected species that can't be
219 destroyed. The plan to evict the bats is to deny access to the building by installing a
220 one-way door and plug the holes where the bats get into the attic. They can enter via
221 very tiny holes. The door will be removed in about 30 days. JP Pest's Wildlife Division
222 inspected and quoted \$2,895 to evict the bats. They guarantee their work for 10-years.
223 There is \$5,818 unexpended in the Building Maintenance Fund for Citizens' Hall.
224

225 Selectman Douglas asked if PRIMEX will be able to work with this situation.
226

227 **VOTE: Selectman McQuade moved, Selectman Douglas seconded to allow T/A**
228 **Boland to enter into a contract with JP Pest Control to evict the bats in the**
229 **Citizens' Hall attic at the cost of \$2,895. Motion passed 3-0.**
230

231 **VII. Selectmen's Report**

232 **a. MACC Base Action & Agenda**

233 No items to discuss.
234

235 **b. Transportation Committee**

236 No items to discuss.
237

238 **c. Planning Board**

239 No items to discuss.
240

241 **d. Heritage Commission**

242 No items to discuss.
243

244 **e. Safety Complex**

245 No items to discuss.
246

247 **VIII. Consent Agenda**

248 The Consent Agenda has been tabled and will be placed on the May 8, 2019 Agenda,
249 along with all Consent Agenda items on the April 10, 2019 Consent Agenda that has
250 also been tabled.

251
252
253
254
255
256
257
258
259
260
261
262
263
264
265
266
267
268
269
270
271
272
273
274
275
276
277
278
279
280
281
282
283
284
285
286
287
288
289
290
291
292
293
294
295
296
297
298
299
300

Information Items Requiring No Discussion

None

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

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to enter a non-public session RSA 91-A:3II (a, b, c, d & e) at 7:46pm. All voted yes. Motion passed 3-0.

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to reenter the public session. Motion passed 3-0.

Once back in public session the following motions were made:

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to appoint Mark Chase to the full-time position of Department Head for the Highway Department with a one-year probationary period with quarterly evaluations performed by the Town Administrator. Motion passed 3-0.

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to appoint Hunter Mills as a full-time Heavy Equipment Operator with the Lyndeborough Highway Department effective April 29, 2019, with a six-month probationary period. The wage will be set by the Town Administrator with consultation of the Board. Motion passed 3-0.

VOTE: Selectman Douglas made a motion, Selectman McQuade seconded to adjust the Police Detail rate to \$45 per hour for the officer with a \$9 administration fee per hour and a \$10 per hour fee if the cruiser is used. This results in a total of \$45/54/64 for the respective categories. Motion passed 3-0.

The Board was advised the Ambulance Association will be meeting with the Wilton Selectmen on May 6, 2019, to discuss the lease of the Ambulance Station with Wilton.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 9:58 p.m.

VOTE: Selectman McQuade made a motion, Selectman Douglas seconded to adjourn at 9:58 p.m. Motion passed 3-0.

Next regular meeting: May 8, 2019 at Citizens' Hall at 6:00 p.m.

Kathleen Humphreys, Transcriber

Chairman Mark Chamberlain

Selectman Fred Douglas

Selectman Richard McQuade

April 24, 2019 Consent Agenda

Item #	Item Title	Item Date	Approved
1	AP Warrants – April 16 & 23, 2019	4/24/2019	Tabled
2	Payroll Warrant – April 8 – April 21, 2019	4/24/2019	Tabled
3	Resubmitted Request for Acceptance of April 10, 2019 Consent Agenda	4/24/2019	Tabled
4	Request to Approve Issuance of Excavation Yield Tax Levy & Warrant, Granite State Concrete (18-279-03E & 18-279-04E, Map-Lot 213-006 & 212-001)	4/24/2019	Tabled
5	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Mercado, Gene (18-279-05T, Map-Lot 218-012), Accessed Via Route 31	4/24/2019	Tabled
6	Request to Approve Issuance of Timber Yield Tax Levy & Warrant, Deland, Frank (18-279-13T, Map-Lot 206-016), Accessed Via 2 nd NH Turnpike	4/24/2019	Tabled
7	Board of Selectmen’s Public Meeting Minutes – April 10, 2019	4/24/2019	Tabled
8	Board of Selectmen’s Non Public Meeting Minutes – April 10, 2019	4/24/2019	Tabled

301



STATE OF NEW HAMPSHIRE
CONCORD 03301

MELDRIM THOMSON, JR.
GOVERNOR

October 31, 1975

Mr. Theodore Rocca, Chairman
Mr. Robert Rothfuchs
Mr. Kenneth Hall
Board of Selectmen
Lyndeborough, New Hampshire

Dear Gentlemen,

It was with great pleasure that I noticed recently that you have held the line on the amount of property tax to be raised in the coming year. There are few towns in New Hampshire that can boast of a reduction in their tax rate.

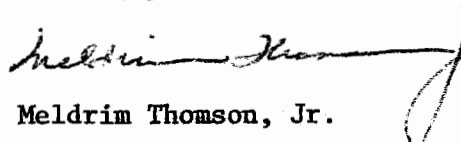
Obviously it required a great deal of self restraint and expert administration for you to serve your constituents by maintaining the level of services while reducing the tax rate.

While we at the state level of government have increased a number of our services to the people substantially, without increasing taxes, we have not been able to match your stellar performance of reducing taxes.

Please accept my sincere congratulations on your fine service to the people of Lyndeborough for a job well done.

With kindest regards,

Sincerely,



Meldrim Thomson, Jr.

MT/cmpc

