

~~Unapproved~~Approved  
**Candia Selectmen's Public Meeting Minutes**  
**Monday July 9, 2012**

**Attendance:** Chairman Joe Duarte, Vice-Chair Richard Snow, Selectman Fred Kelley, Selectman Amanda Soares, Selectman David DePuy, and Administrative Assistant Andria Hansen.

**7:00 p.m.** Chairman Duarte called the Public Meeting to order and immediately followed with the Pledge of Allegiance.

**Departmental Reports: Highway, Police, Fire, Building, Solid Waste, Welfare & any other depts.**

**Road Agent:** Road Agent Lewis read from the attached report. Chairman Duarte asked if the Old Deerfield Road problem was resolved. Road Agent Lewis replied that it was.

**Police:** Officer Kevin Mahoney attended the meeting for Chief McGillen. He mentioned the DREAM program at Moore school and that it's similar to the DARE program. They had a graduation this June and about 40 kids graduated from the program. There have been issues at the CYAA. The building was broken into and baseball equipment was stolen. The concession stand was broken into. They were able to get into the building but didn't do any damage. They are looking for people to keep an eye out and see if they have heard anything. On June 7<sup>th</sup> they recovered some stolen property on Crowley Road. There was a burglary in Chester and we ended up recovering the stolen property. There's been some mail theft on Raymond Road. They are looking for checks and will take them to the bank and cash them. He suggested bringing your mail to the post office. It's been relatively quiet this month. A generator was stolen. He reiterated that if anyone sees anything suspicious call the police and you aren't bothering us. Chairman Duarte mentioned a letter that was sent to Chief McGillen. Selectman Kelley mentioned for Old Home Day they are going to have the program CHIPS that's going to be held in the meeting room. The children can be finger printed, have a mouth impression done, and they are taped on a DVD. Chairman Duarte thought it was a great idea. Selectman Kelley also mentioned they are making picture I.D's of all of the officers and the children have to collect them all. It's kind of like a scavenger hunt. Selectman Soares said it gives the children in town a chance to be familiar with the officers. Chairman Duarte read the letter that was addressed to Chief McGillen (see attached). Chairman Duarte called the gentleman who sent the email and asked if he could read the letter at the meeting. He was more than happy to let him share it with the citizens.

**Fire:** Selectman Kelley read from the attached report. He mentioned that he will be meeting with George May and Fire Chief on the pay per call matter. Citizen Rudy Cartier said there was something that concerned him about the ATV being purchased for Candia. He said it looked like the Firefighters Association is going to buy the ATV and

questioned the method of payment. He thought the Association was paying for it and then is reimbursed by the State. He didn't think this was legal and maybe they should discuss this with town counsel. He mentioned when the Fire Department and Association Association were one the Attorney General's office said it should be separate. Another thing that concerned him is that if the Association was going to own the ATV or the Town. The other thing that bothered him is that if the warranty was going to be made out out to Matt Richter as the registered owner. He was concerned that this would look like fraud. This process should be looked at a little closer. Selectman Kelley said he would look into this. Citizen Rudy Cartier mentioned there was a comment made at the Association meeting that there is no requirement for training. A few years ago they came came up with a cost for training. You could almost go two years (inactive) before you were asked to resign from the department. He suggested they should review that policy with Selectman Kelley. He mentioned they were appointing people to the department that would get certified and then leave the department.

**Building:** Selectman Soares mentioned that building was slow this month. She read from the attached report. It was slightly higher than last years. She noted Kevin Hamm painted all of the rooms and she and Building Inspector Murray are in the process of putting everything back up on the walls. Some of the plaques have been moved outside the meeting room. She is going to talk to Janet Lewis of the Fitts Museum to see if they can get some historical pictures of Candia to hang in the Town Hall. Chairman Duarte thanked Fletcher Perkins for donating the paint. Selectman Snow asked if he could give us some numbers so we can accept it as a donation.

**Solid Waste:** Selectman DePuy mentioned there was an asbestos issue. They found asbestos in the C & D dumpster and it was rejected when it was hauled. Facility Operator Chuck Whitcher noted Waste Management dealt with it directly in the Rochester facility. Selectman DePuy mentioned there was an oil spill near the compactor. Facility Attendant Roy Thomlin caught it before it got to the catch basin. Someone came the next day to fix the baler and its operating perfectly normal. Facility Operator Whitcher talked with Chief McGillen and he will be coming down on Wednesday afternoon to discuss the asbestos incident. They have their suspicions. They have been using the sandwich board and trying to get the traffic to slow down. Selectman Soares asked if the Town was going to pursue trying to find these individuals (asbestos incident) and seek reimbursement. Chairman Duarte felt that they should, but sometimes that stuff can be hard to distinguish and it was probably done unintentionally. Selectman Soares noted we are getting charged substantially more and when you have a full roll off it's a heck of a charge. Chairman Duarte thought they should go after the full reimbursement.

**Parks/Recs:** Selectman Snow noted the parks have been busy. He mentioned they had two people interested in running summer programs. One of the programs had two people people show up. They will be taking down trees in the gazebo area. He has been working with Selectman Kelley on Old Home Day and he would suggest formally waiving the insurance. He noted they normally waive the insurance. Selectman Kelley motioned to waive the insurance for Old Home Day. Seconded by Selectman Snow. All

All were in favor. Motion carried. Chairman Duarte asked if the Superintendent of Cemeteries Jerry Becker knew about the lawn mowers and where they're stored. Selectman Kelley questioned if Jerry had a key. Selectman Snow replied that he supposed he could give him one. Selectman Soares stated the mowers belong to the Superintendent of Cemeteries so just give him a key.

**The Board to consider the appointment of Hans Rothwangl as an alternate member to the Heritage Commission.** Selectman Soares motioned to appoint Hans Rothwangl as an alternate to the Heritage Commission. Seconded by Chairman Duarte. All were in favor. Motion carried. Selectman Soares asked Selectman Snow to stay out of her department based on a recent email. Selectman Snow would appreciate it if Selectman Soares updated the Board on the Heritage Commission.

**Selectman Snow to update Board on the Pepper and Critchett easements.** Selectman Snow mentioned the conservation easements have to be reviewed by the RCCD (Rockingham County Conservation District). Chairman Duarte noted if there are any changes to the easement they need to come back to the Board. Selectman Kelley asked if Mr. Critchett was going to the Planning Board for his subdivision. Selectman Snow said he is meeting with the Planning Board on July 18<sup>th</sup>. There was discussion on approving both easements this evening. Selectman Snow noted Mr. Critchett's would be a conditional approval. Selectman Kelley thought they were putting the cart before the horse if they approved the Critchett easement. Selectman Snow said RCCD could accept it prior to the subdivision. There were some time constraints. If the Planning Board has a problem then they will have to push the closing off. Selectman Kelley felt until it goes to the Planning Board the Critchett easement has to be set aside. They can't close it out until it's done. Selectman DePuy noted the purchase and sale agreement said it was conditional on the Planning Board's approval. Chairman Duarte asked if they have a solution to this. Selectman Kelley thought they should let the Pepper easement go go through and Critchett has to go to the Planning Board. He didn't think Selectman Snow should be pushing this through. Selectman Snow said if the Planning Board approves the subdivision conditionally it can go through. It is hoped that it goes through. *Selectman Kelley motioned to accept the Pepper easement located at 376 Critchett Road Map 407 Lot 029. Seconded by Selectman DePuy. All were in favor. Motion carried.* Selectman Snow asked if there was a problem with closing on the Critchett easement. Selectman Soares said Mr. Critchett needs to get his stuff in order; he has to go to the Planning Board. Chairman Duarte would like to send Atty. Mayer an email and ask if the Board approve it or not contingent on the Planning Board's subdivision approval. Selectman Snow said they are going to get the agreement of the Board if we can send the check for both of them. He didn't foresee it being a problem with the subdivision approval. Chairman Duarte asked if it's a major or minor subdivision. Selectman Soares said with the frontage it could be a major or a minor. Selectman Soares noted Planning Board Chairman Sean James is fully aware of everything, Selectman Snow felt the Board needed to approve the amount of the check. Selectman DePuy mentioned that Atty. Mayer will tell them the money will be held in escrow and it will be held subject to this condition. Chairman Duarte would like to check check with Atty. Mayer before the make any decisions. Selectman Snow said it was his

his understanding that they authorize the Chairman to talk to Atty. Mayer. Chairman Duarte felt they should do these as a separate transaction. He will put something in the Selectmen's folder after he hears from Atty. Mayer. They will do this tomorrow morning. If everyone is agreeable to this he will get the information. It was the consensus of the Board to contact Town Counsel. Mr. Critchett said he wasn't trying to push this through. He knows that he was pushing the deadline for the subdivision.

**Selectman Snow to update Board on the closure of the old recycling center.** Selectman Snow said they have five bidders and they have been working hard. The 16<sup>th</sup> of July is the last date where questions can be submitted to the Selectmen's Office. The proposals will be delivered for the July 23<sup>rd</sup> meeting. The bids will be opened at the Selectmen's meeting. They will not make any decisions for a week. Selectman Soares mentioned the date for awarding the bid is July 30<sup>th</sup>. She didn't agree with this because the next Selectmen's meeting isn't until August. Selectman Kelley asked if they were going to hold meeting on July 30<sup>th</sup>. Selectman Snow replied it would be nice if they could. Chairman Duarte said they need to look at the bids and then they could discuss a timeframe. There was discussion about the bid process.

**Chairman Duarte to give update on revenues, expenses, and current budget numbers.** Chairman Duarte said it looks like we are in pretty good shape. He asked that the department heads all get a budget. They are consistently doing a good job. He will be giving the Board an updated budget each month. Chairman Duarte read from the attached report. Selectman Soares mentioned that they should look at the police detail and remove it because it's a wash item. Chairman Duarte thought if they can keep our thumb on this they can stay on top of the budget.

**Painting Town Hall:** Chairman Duarte commended Kevin Hamm of Hammc Painting on doing a good job and they hardly disrupted anything.

**Policies:** Citizen Rudy Cartier asked if the issue of purchasing over \$1,000 has been resolved. Chairman Duarte said they need to have some flexibility with it. They wouldn't stop a department from purchasing stuff they do need. Citizen Rudy Cartier said it didn't seem the Board has a procurement policy and are they going come up with something. He thought they should come up with some type of plan on this. There was further discussion about a policy. Chairman Duarte thought Mr. Cartier brought up a valid point and they are adopting policies little by little.

**The Board to authorize payment of payroll checks and accounts payable checks.** Chairman Duarte announced the grand total of payroll and accounts payable checks for July 5<sup>th</sup> and July 12<sup>th</sup> is \$452,225.37. Selectman Snow motioned to accept the total payroll and accounts payable checks in the amount of \$452,225.37 for July 5<sup>th</sup> and July 12<sup>th</sup>. Seconded by Selectman Kelley. All were in favor. Motion carried.

**Map rack:** Selectman Snow motioned to purchase the mobile map rack in the amount of \$396.09. He would like it to come out of the building maintenance fund. Selectman Kelley asked why aren't the Boards who want it paying for it. Chairman Duarte asked if

the Board thought the price was ok. It was the consensus of the Board that it was. Chairman Duarte thought the people using it should be paying for it. Selectman Snow said the Selectmen should be using it. Selectman Kelley asked what are we going to be using the maps for. Selectman Soares said the CCC needs to pay half and the Planning Board should pay for the other half. The Boards that are going to be using the maps should be paying for the map rack. *Selectman Kelley motioned to purchase the mobile map rack in the amount of \$396.09 and the Planning Board will pay half and the CCC will pay half. Seconded by Selectman Soares.* Citizen Mark Siemonsma asked if it mattered if it's a town thing or a public thing. Selectman Soares said we get nickel and dimed on the budget, so these Boards should pay for it. Mr. Siemonsma felt it is a public issue, so it should come out of the Selectmen's budget. Selectman Kelley said this started a little while ago and the Planning Board was looking to store the maps. They decided they wanted a rolling rack. Selectman Snow asked about the ZBA and do they use the maps. It was noted they do not. Chairman Duarte felt they were getting off track. He didn't see what the problem was. Citizen Rudy Cartier asked if the maps are considered town records. It was noted that they were. He noted then they belong to the Town of Candia. It is the responsibility of Selectmen. Selectman Snow said the point he was trying to make was they level fund the departments at budget time, so these committees and boards have limited budgets. Chairman Duarte noted they didn't know they were going to ask for a map rack half way through the year, so they couldn't have budgeted for it. Chairman Duarte called for a vote. *All were in favor. Motion carried.*

**Employee of the year:** Selectman Snow mentioned that they need to come up with a process for selecting an employee of the year. Chairman Duarte would like to hear from the department heads and get their feedback.

**Selectman Soares to update Board on the Diamond Hill Road issue.** Selectman Soares explained this is a process that the Building Inspector Murray and she are working on. They are working with Mr. Stevens. He is willing to work with us and his main concern is removing the loam. Selectman Soares noted the Cease and Desist is relaxed while Mr. Stevens is removing the pile.

**Approval of Previous Minutes: Public minutes of 6/25/12.** Selectman Kelley motioned to accept the first set of meeting minutes of June 25<sup>th</sup>, 2012 as written. Seconded by Chairman Duarte. All were in favor. Motioned carried. Selectman Soares motioned to seal the minutes of June 25<sup>th</sup>, 2012. Seconded by Selectman Kelley. It was noted you can't seal public meeting minutes. Selectman Soares removed her motion. Selectman Soares motioned to accept the second set of meeting minutes of June 25<sup>th</sup>, 2012 as amended. Seconded by Selectman Kelley. All were in favor. Motion carried.

**Copier use:** Selectman Soares noted Selectman Snow was coping all weekend and the office copier is not for his personal use. Selectman Snow said he was not going to pay for all of the copies he makes. Selectman Soares mentioned he is making copies of everything in the sign folder. Selectman Kelley said you can't take anything out of the sign folder, it shouldn't leave the office. Chairman Duarte acknowledged they have

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frustrations on both sides. If he is copying something regarding a meeting he didn't have have a problem with that. He did note there are a lot of copies being put out there each month.

Selectman Kelley motioned to adjourn 8:31 p.m. Seconded by Selectman DePuy. All were in favor.

Respectfully submitted,  
Andria Hansen, Recording Secretary