

~~Unapproved~~–Approved
Candia’s Selectmen’s Public Meeting Minutes
August 8, 2016

Attendance: Chairman Boyd Chivers, Vice-Chair Susan Young, Selectman Scott Komisarek, Selectman Russ Dann, Selectman Mark Laliberte, and Administrative Assistant Andria Hansen.

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

Firefighter appointment: Chief Young said he had a firefighter that he would like to bring before the Selectmen for their consideration. His name is Jacob Labbe and he lives on Pine Ridge Drive. He grew up in town and has been an Explorer since he was fourteen. He just turned eighteen last week and is itching to get on the department. He would like to recommend Jacob to the Board. Selectman Laliberte asked if Jacob has to get any certification through training or has it he had that through Explorers. Chief Young said he is eligible now to start training and he hasn’t yet. He noted one of the things he couldn’t do as an Explorer was going out with the department on calls on the highway and now he can. *Selectman Dann moved to appoint Jacob Labbe to the Candia Volunteer Fire Department. Seconded by Selectman Young. All were in favor. Motion carried.* Selectman Dann asked about the forest fire situation, the sign says its “moderate”. Fire Chief Young said that sign is a little deceiving; it’s the possibility of fire spread. It says moderate but it is getting drier and drier every day. He did talk with the State Ranger last week and the outlook for the fall doesn’t look good for rain in the long range forecast. They went into this year with a deficit from last year. They’ll probably ten inches under normal. You just have to be careful with open burning. If it gets really extreme they’ll have to tell everyone no more burning.

Departmental Reports: Fire, Police, Highway, Parks & Recs, Building, & Solid Waste.

Fire: Selectman Dann read from the attached report. He noted like every month the EMS incidents were the highest.

Highway: Road Agent Lewis read from the attached report. He noted that he’ll do the wearing course on Forest Drive when they do the paving on Chester Turnpike. That road is in pretty bad shape, it was a subdivision road that was never quite completed. They were only able to do that out of the asphalt maintenance line, because they did the work on Diamond Hill. He has to pay a whole day for the machine that grinds up the asphalt and they only need it for a half a day on Diamond Hill. So it cut the cost in half. If they hadn’t been doing Diamond Hill they probably wouldn’t have done Forest Drive this year. They still need to shim and overlay the backside of Diamond Hill Road which he’ll probably do at the end of the month. This will complete those two projects. Selectman Young asked if the culvert replacement was in front of a resident’s home. Road Agent Lewis explained it cross’s the road right at the very end. It was as make shift catch basin someone had built years ago. It was meant to take the water that runs down the left hand side of the road and take it across to the State’s culvert that cross’s by the Mobile Station. It hasn’t worked for as long as he can remember. The resident she is talking about replaced his own culvert about a month and a half ago. He stated a trend because a lot of people on that road started replacing theirs. He noted that they widened the road by another three and a half feet to

get the water to the catch basin. They've had four thunder storms since and they haven't had any issues.

Parks & Recreation: Selectman Komisarek said he got the quote from Mark Gagnon at Eversource. The quote was for a 35 ft. pole with a 400 watt high pressure sodium flood light and 800 feet of wire. The quote came in at \$846. They can talk about it when they get into budget season. Chairman Chivers asked if they could put an LED light on that instead of high pressure sodium. Selectman Komisarek said that was a good question and he will ask Eversource. Selectman Dann mentioned that one light was out. Selectman Komisarek said Building Inspector Murray checked that out and figured out what was going on. He noted they really need some help from the Boy Scouts, because they are stacking wood over there. So he put in a call to Bob Martel and they are going to get it clean up. Then he'll have an electrician come in and look at it once they stuff is moved out of the way. He also noted that Building Inspector Murray has been keeping an eye on the bathrooms at the park and they have been getting to be unacceptable. He talked with Steve Abelson and spoke with him about getting the bathrooms clean for Old Home Day. Selectman Dann asked if there were going to be port-a-potties for Old Home Day. Road Agent Lewis said she had port-a-potties coming in.

Solid Waste: Selectman Dann asked Recycling/Energy Committee Member Clay Caddy to explain what he had found at the auction. Mr. Caddy explained they found a dump hopper for the recycling center which will attach right on the front of the skid steer. It was a third of the cost of a new one and this one is a newer one. They did well at the auction and the next one is in October. Selectman Dann noted the more people that get involved the more things can get done. Clay Caddy of the recycling committee said he found a hopper at the auction. Russ the more people that get involved the more things can get done. He mentioned if they could get anything out of the regular waste and put it into mixed paper they can make money on it. This is something they should be looking at in the future and how to educate the townspeople. It's money in the towns pocket instead of paying to haul it out. They are trying to make sure that people are dumping properly. The staff tries to work with everyone that comes in to make sure they are recycling properly. Chairman Chivers asked if the televisions are still streaming in like crazy. Selectman Dann said no and they are going on the third month since implementing that. Selectman Young wanted to thank the committee for getting their minutes in on time. They are brand new and it was nice to see them well within the time limits especially for a new committee that is trying to get going. She asked if they are working on a mission statement. Mr. Caddy said they are working on other things right now. They are currently working on flyers for Chuck. He would like to get some stuff on the website like some pictures and information. Selectman Young asked when their meetings were going to be. Mr. Caddy said they will be on the fourth Thursday of month at 6:30 pm. Selectman Young said they will need a budget at some point. Recycling/Energy Committee member Cinny Griswold said that the Solid Waste Committee never had a budget. Chairman Chivers said let's keep it that way. Recycling/Energy Committee member Cinny Griswold said they function fine without a budget. Building Inspector Murray mentioned the project to open the outside walls and insulate around the office. He contacted three different companies trying to get bids and the only one he heard back from was to tell him they weren't interested. This project is still dead in the water, but he'll keep looking and making calls. Chairman Chivers asked what kind of contractors he contacted. Building Inspector Murray said he contacted the Raymond Brothers in Epsom, Morton Builders,

and Jewett Construction in Raymond and no one replied. Chairman Chivers asked if there was anyone in town. Selectman Dann asked if he contacted In-Law Construction. Selectman Young thought that wasn't a good idea right now. She suggested a volunteer effort. Building Inspector Murray said he was trying to get Paul Frazier, but he is too busy. He didn't think it was a volunteer thing. There are steel panels that need to come off and they don't want volunteers for that. He also mentioned that someone has to come in and spray foam the walls. Selectman Young asked if they could break it out and maybe have volunteers do some of the work.

Building Inspector: Building Inspector Murray read from the attached report. There is a lot of stuff in the works. They have 19 new house lots coming in. It sounds like Candia First Stop wants to do a big project too. Chairman Chivers asked how they were coming on the mosquito project. Building Inspector Murray said pretty well. This is the only good thing out of the drought it keeps the mosquitoes and ticks away. There hasn't been a reported case of EEE this year or West Nile Virus. So far they have paid \$24,420 to Dragon Mosquito. Chairman Chivers asked if the thought that would be it. Building Inspector Murray said there is going to be more for the larviciding and testing. If they don't spray they'll probably have \$5,000 left. Hopefully they won't have to spray and they won't spray unless they find EEE or West Nile Virus. Chairman Chivers said maybe the larviciding is working. Building Inspector Murray said it definitely cuts down on it.

Police: Chief McGillen wanted to publically thank all of the residents for supporting the police department. They have been getting lots of stuff i.e. gift cards, gift bags, coffee, emails, etc. Old Home Day is coming up and they have been working with Road Agent Lewis on the traffic control for the parade. They will have officers out and barricades and cones. He talked with the people from Hope for Recovery. When he called them the other day the protocol changed. They will come out to the police station and pick up the person instead of them driving someone to a Manchester station. The director was supposed to call him but he hasn't heard back. He would like to get the information on the website. He has been in touch with the Making It Happen coalition. He has been trying to get their flow chart but hasn't had any luck. Selectman Laliberte asked Chief McGillen if he need him to do anything. Chief McGillen said if he knows someone over there could he give them a call. Selectman Laliberte said he would check it out; he used to know some people at the Making It Happen coalition. He'll find out who he can reach out to. Chief McGillen said he appreciated it. He mentioned they are working on an elderly fraud case where there was approximately \$20,000 taken. They are working with Manchester Police Department on this case; it's a jurisdictional type of thing. He just took a statement from the victim. It looks like it is going to be a Manchester case. Sgt. Gallagher is working with an officer in Manchester. They have one person that handles their financial crimes over there, so they have been helping them do the leg work. He asked that the residents report any suspicious people walking around. The Sergeant stopped someone on Main Street who was from Pittsfield. He saw this young man walking through the neighborhood. He told a resident that his truck broke down. He thought if Sgt. Gallagher didn't show up there would have been a burglary. If any of the residents see anything call the police department. He noted their case load is up little from last year. Selectman Laliberte mentioned he was at the gas station about a month ago and someone asked him for money for bus fare. So they are starting to get some beggars at the gas station. Chief McGillen said once in a blue moon they have people asking to borrow money. They charged one guy over there because it was definitely a fraud. He never showed up for

court, but that doesn't surprise him with some of these transients. He said he'll mention it to the owners.

ACO: ACO Matt Murphy said he been working on getting the dogs relicensed. He made 80 calls last week and the people have been coming in.

Old Business

The Board to continue discussion of an increase in the rank structure of the CPD to include a corporal position. Chairman Chivers said at the last Selectmen's meeting this Board gave tentative approval to increasing the rank structure at the police department to include the rank of corporal. It's somewhere between sergeant and the experienced patrol officers. They put their final decision on hold to get an opinion on whether the Chief could award this to the person he had in mind or whether it had to go through competitive bidding and we had to announce the position. The opinion that came back from Atty. Mayer was we are not bound by any statute and the Chief can award this position to anyone he desires. They checked the town personnel plan and they are not bound by any convention with respect to this promotion. It's back before this Board now to approve the increase in the rank structure and accept the Chief's recommendation and set the hourly rate. Selectman Young asked if this was going to take him off of the streets a lot more. Chief McGillen said that it wouldn't. Selectman Young asked what the difference between a lieutenant and first class officers. Chief McGillen said a lot of departments have a chief and a lieutenant. The lieutenant can do a lot of the chief's duties he's not around. Then they have a road sergeant under the lieutenant. Some departments have a corporal or a detective. Some places have a mater patrolman or a senior patrolman who would get a little more money and a stripe. Each community is different. *Selectman Laliberte moved to create a position of corporal within the Candia Police Department. Seconded by Selectman Young. All were in favor. Motion carried. Selectman Young moved to accept Chief McGillen's recommendation to promote Officer Dan Gray to Corporal immediately with a .30 ¢ increase per hour. Seconded by Chairman Chivers. All were in favor. Motion carried.* Chief McGillen invited Officer Dan Gray to the meeting. They Board congratulated Corporal on his promotion. Selectman Dann said the townspeople appreciated his service. Corporal Dan Gray said that was good to hear and as a testament to the longevity to the guys that stay here they always realize the townspeople have their back.

The Board to continue consideration of a position dedicated to recording minutes from various Town boards and committees. Selectman Young presented the Board with list of boards and committees with and without secretarial support. Legally they are supposed to have the agenda posted 24 hours in advance and the minutes posted in 5 business days. After reading the RSA it is for all town committees, boards, and some departments. She knows personally being part of a board and trying to take minutes is very difficult. They have money budgeted. They have a lot of committees that don't have minutes or agendas. One of the biggest one's was the Trustees of the Trust Funds. This is an important committee that has all of our money and they move it around. Selectman Laliberte thought they had an administrative assistant. Selectman Young said they do and they have the most money designated than any other committee. She asked Trustee of the Trust Fund Al Hall asked what does their administrative assistant do. Trustee Al Hall said she does all of the bookkeeping and

the accounting. In addition she does the minutes. The Trustees minutes should be on the website. Selectman Young said they were missing the minutes from July 2015 to June 2016. Maybe this is something Trustee Hall could look into. She is not saying this in a negative way; maybe they can put their heads together and solve some of these problems. Chairman Chivers said they should get a calendar and color in the dates of the meetings every month. They you can figure out how much it is worth to the town and there might be a job there for somebody. Selectman Young noted she has looked under the Smyth Library website and our website and haven't found any meeting minutes for the Smyth Library Trustees. She doesn't know where to find them. They give them \$123,000. Chairman Chivers asked if they are required to have minutes. Selectman said she didn't know, but they are a question and so isn't the CYAA. Chairman Chivers asked if Selectman Young wanted to consolidate all of these and look at a calendar and advertise a position. Selectman Young said she didn't want to add a position. She asked if they had any other ideas. Legally they haven't been in compliance for a long time. Selectman Laliberte said the minutes of the Trustees of the Trust Funds may have been taken and in that case it may have been a miscommunication between them and the webmaster. He 100% agreed with Selectman Young for 91-A reasons and for openness in government. Before they finalize any plan of action maybe they should write to all of the Boards and they can let us know what the procedure is. There may be some that are taking minutes and there is a miscommunication with the webmaster. Selectman Young thought maybe they could find someone that wants to get out of the house a couple of nights a week. Selectman Dann said why don't they send out a letter like Selectman Laliberte suggested. Selectman Laliberte said they can do this in a positive manner. Selectman Young asked Library Smyth Public Library Trustee Al Hall if they had to take minutes. Library Trustee Al Hall said they do take minutes. He noted the town auditors review everything you are asking and he doesn't remember there being any problems that she is suggesting. Selectman Young said the library comes in and asks for a certain amount of money and they don't have to account for it. Library Trustee Al Hall said over the past couple of years the library has been turning money back to the town. The Smyth Library financial report is in the annual town report.

The Board to select a date for the 2017 Deliberative Session. Chairman Chivers suggested having Deliberative Session on a week night next year. He suggested February 8th which is a Wednesday. Selectman Young thought that was very unfair to the elderly people in the community. Some of these people won't drive after dark. Chairman Chivers said they would stick with the Saturday then. They have two choices – February 4th and February 11th. It was the consensus of the Board to hold Deliberative Session on Saturday, February 4th, 2017 at 9:00 am with a snow date of February 8th, 2017 at 6:00 pm.

The Board to select a date for the consolidated effort to draft the 2017 operating budget (September Saturday). It was the consensus of the Board to have the operating budget meeting on September 17, 2017 at 8:30 pm.

The Board to approve minutes from July 25th, 2016. Selectman Laliberte moved to accept the Selectmen's public meeting minutes as presented. Seconded by Selectman Young. Chairman Chivers, Selectman Young, Selectman Komisarek, Selectman Laliberte were in favor and Selectman Dann abstained. Motion carried on a vote of 4 to 1.

The Board to approve payroll and accounts payable manifests. Selectman Laliberte announced the grand total for accounts payable and payroll checks for August 4th and August 11th was \$830,391.74. Selectman Dann moved to approve the accounts payable and payroll checks for August 4th and August 11th in the amount of \$830,391.74. Seconded by Selectman Young. All were in favor. Motion carried. Selectman Dann asked about the bonds for the school. Selectman Laliberte didn't think there were any school bonds floating out there. Chairman Chivers said they have one payment due on the recycling center.

Public Comments

SNHPC Representative: Rep. Al Hall thanked the Board for reappointing him. He would like everyone to mark their calendar for September 9th SNHPC will be 50 years old. He has taken it upon himself to buy a table for the Town of Candia representatives. They will have a keynote Chester "Rick" Chellman, P.E. It will be at The Yard in Manchester. The other announcement is SNHPC is planning on another Solar Up this year. They have been requested by Raymond to join them. He will have more information at the next meeting.

Important dates: Chairman Chivers announced the upcoming events: August 9th – Master Plan Steering Committee meeting; August 9th 9:00 am to 11:30 am there is election law training at the Town of Brentwood; September 22nd – Budget Workshop in Manchester; and August 13th – Old Home Day. Selectman Young asked about the Master Plan Steering Committee and she didn't see any minutes on the website. It was noted that Planning Board Chair Sean James oversees that.

NHMA conference: Chairman Chivers said he put a note in everyone's tray regarding NHMA Annual Conference where they determine what position they are going to take on legislative issues that come before the New Hampshire legislature in the following year. They have a convention every year and all of the constituents get to vote on the positions. At their next meeting they are going to nominate a delegate to go to the convention. That delegate is going to vote the position this Board has taken on any of these items. The members should write down if they are in support or not in support of these issues. Administrative Assistant Hansen will tally the votes and the delegate will go to the convention and vote the consensus of the Board is.

Old Home Day: Hannah Lewis said it's going well and she is ready for it. There are bunch of things going on that day. They have a parade. All of the events are on the poster. They have dumpsters and bathrooms. She was wondering if Steve Abelson was going to clean the bathrooms and mow the field before Saturday. Selectman Komisarek said he would touch base with him and ask him to take care of that. Hannah noted the parade will be at 10:00 am and starts on Healy Road and end on High Street. There will be fireworks. She has a band playing and there will be ice cream before the fireworks. She received \$3,000 in donations and whatever is left over she'll save it for next year.

Selectman Laliberte moved to adjourn at 8:10 pm. Seconded by Selectman Komisarek. All were in favor. Motion carried.