

~~Unapproved~~ **APPROVED**  
**Candia's Selectmen's Public Meeting Minutes**  
**January 8<sup>th</sup>, 2018**

**Attendance:** Chairman Carleton Robie, Vice-Chair Susan Young, Selectman Mark Laliberte, Selectman Russ Dann, and Administrative Assistant Andria Hansen. **Absent:** Selectman Scott Komisarek.

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

**Approval of Previous Minutes: Public meeting minutes of 12/27/17.** Selectman Dann moved to accept the December 27<sup>th</sup>, 2017 Selectmen's meeting minutes as presented. Seconded by Selectman Young. All were in favor. Motion carried.

**Sylvia von Aulock of Southern New Hampshire Planning Commission to discuss with the Board the second phase of the age friendly study.** SNHPC Executive Director Sylvia von Aulock and Planner Madeleine DiIunno were present. Ms. von Aulock presented the Board with some information. She explained the cover sheet was an overview of what their Age Friendly Program has been. This was phase one and now they are in phase two (first sheet). She also provided the Board with a community snap shot of their Age Friendly Program. She would like to give a quick overview of the program and then Maddie will talk a little bit about what age friendly communities look like and about the opportunity that they are presenting to all of SNHPC's 14 communities. She explained that Candia is one of SNHPC's 14 communities. They are in the Manchester region and Candia is in the east. They are as far west as Frankestown and as south as Windham and as far North as Deerfield. They were lucky enough in 2015 to get funding from Tufts Health Plan Foundation. They are based in Massachusetts. They were the first recipients in New Hampshire to get funding. This was to really help our communities look at what's going on with and how can we plan for an aging population. Not only is the senior population growing but our young adults are leaving the state. They are finding young adults are leaving right after college, some come back but many do not. This is causing real employment issues whether you are a business or institution. Phase one was having community conversations. They had one at Town Hall and they have an audience member tonight that was part of that. Selectman Komisarek and Selectman Young were also at that the meeting. They also know that not everyone can come to a meeting. They also did on-line surveys. They had a total of 641 people that participated in the on-line survey and it looks like 16 from Candia participated. They had four target focus areas that they talked about – transportation, accessibility, housing/zoning trends, recreation and engagement. Another topic they focused on was economic development and business. This is something that is covered in the Town's assessment, how your community responded and what your thoughts were on this and how the community is responding and planning for the future residents. What they are doing with the next phase is they are inviting up to three communities and ten businesses to participate in pilot programs. They are having similar conversations with the community leaders in each of their 14 communities and they have invited them to participate in the pilot program. The idea is go from an assessment to a strategic plan. It could be anything; maybe your interest area is

transportation, because you feel that senior residents might be isolated. It could be on any of those four topic areas. Ms. DiIonno explained they have been working closely with AARP and the Director Todd Fayhey. AARP has their own age friendly network and livability index; they offer an age friendly tool kit. It has eight domains of livability and it has a tool kit that offers the framework for towns to adopt and be able to transform into their own strategic plans. AARP's age friendly network right now is made up of almost 200 communities in the US. They have looked at a few of those communities just to compare them to some in New Hampshire. One of the communities they have looked at a lot is Newport Vermont. Its population is under 5,000 and it has been really successful in adopting an age friendly strategic plan. They chose to look at this population because 70% of New Hampshire communities are 6,000 or less. Maine has 44 communities right now that have adopted age friendly strategic plans and some of those communities are under 1,000 people. They have also looked at Boston Massachusetts and Alexandria Virginia. This isn't a program that is one size fits all it can be adopted anywhere. Ms. von Aulock explained they first wanted to present this. They have sent this out and they've sent videos out, but they wanted to come in person and put it right in front of the Board. They know everyone is busy and hope they share this with folks in the community and see if the Board might be interested in this pilot program. If the Board is interested in sending a letter of interest they would have the office send us a letter that tells us about why you are interested and what topics you might be interested in. If you look at page 2 in the handout it talks about what the letter should include. The deadline is January 19<sup>th</sup> for the letter of interest. They currently have six communities that are responding. Once they get the letters of interest they will have a subcommittee review. They will be deciding by the end of January which three communities they will be working with. The idea is to work with those communities between now and the end of May on creating that pilot program. This phase of our grant has to be completed by the end of June. So they are aiming for the pilot program to be done by the end of May. Then they can go out to the communities and share the findings and the results of the pilot program the month of June and share with the rest of the 14 communities what has happened and what the recommendations are for those communities. At the same time they have another program just for age friendly business's that is happening. They mostly wanted to discuss the age friendly community opportunity. They are happy to field any questions the Board might have. Selectman Dann said here in Candia it is ambulance service, this is one of the biggest things that is affecting Candia with our Volunteer Fire Department. There are more calls every month with that and he didn't know how they would encompass that in their studies. Ms. von Aulock said that has not come up and it is interesting. This is the first time she is hearing on that particular service. Selectman Dann said he read the report and there are going to be more calls, more emergencies. He felt this is something that should be considered. Selectman Laliberte asked how many towns have they spoken with so far. Are we the last one? Ms. von Aulock said they are speaking with Bedford, but Candia is the second to last one. Manchester is on their own, because they have such a different process, they are such a different size. They are putting them in their own category. Selectman Laliberte asked what some of the questions are that have come up when speaking with other Select Boards. Especially from towns that are approximately our size. Ms. von Aulock replied that every town is different. The Town of Deerfield felt this was a no brainer and they are sending in a letter. The Town of Weare had their Librarian in the audience and he begged the Board of Selectmen to send in a letter of interest. What he is finding that it is impacting the community and they really need help. Some communities have talked about the time tables and wondering what the commitment will be. They have a stakeholder

group and Dick Snow and Al Hall are two of them. Selectman Young and Selectman Komisarek were involved. They are working with whoever is really interested. They are hoping to involve Librarian Heidi Deacon again. Anyone you have that is interested in this. They are looking to the community. If you really want to be one of those pilot communities it would be great to know who might be involved. Would you have a Chairperson? She doesn't know because every community is different. Every community has responded a bit differently. Goffstown, Hooksett, Chester, Deerfield and likely Derry and Bedford are communities that are very interested, because they are recognizing the growing senior population and the out migration of the young people. Selectman Young asked if it was set up where each community meets by themselves or are all of the communities meeting together once a month. Ms. von Aulock said SNHPC would be working with the Town of Candia. If you are chosen it would be your community. They would use the assessment as the starting point and move from there. It is depending on the community involvement and it would determine which direction they would move in. If you want transportation, recreation, or business which ever direction from our four focus areas. You don't have a lot of time, you have less than two week to decide. They started this process to try and get on everyone's agenda the second week in December. It is really an exciting program. Let's say you are not sure and you might want to do it next year. They will be asking Tufts Health Plan Foundation for additional funds for next year as well, so they hope to continue this program. There are that many people that are interest in this program. Selectman Laliberte asked if any report from phase two be made available to Dick Snow or Al Hall to be conveyed to us when it is ready. Ms. von Aulock said they put everything on line it is very transparent they have links everywhere. Chairman Robie said the Planning Board has worked to update their Master Plan over the last couple of years. He sees in the report (from SNHPC) that their community is doing this well. As they move forward they are creating more industrial opportunities for residents to shop and work locally, they did that. The Planning Board had a public hearing last Wednesday and they addressed a lot of the things that are in the assessment. They've worked for two years on a lot of these issues. They came to a point last week that they know they need another year. They were criticized last Wednesday night, but only forty people responded to the village district survey. You just said that only sixteen people responded to the age friendly survey in the Town of Candia, our village district plan that we worked on for elderly sidewalks and housing opportunities. He read from the assessment "subdivision regulations to accommodate pedestrians and bicycles for the future". This is way down the road for us in Candia. He just want everyone to be aware that forty people responded to the survey for what they are trying to do for a village district and if you had been at the meeting you would've said they have a long ways to go. Only sixteen people responded to the age friendly survey. They have worked really hard in this community to address what their Master Plan calls for. So far they haven't had a whole lot of success. A couple of people in the audience were at the Planning Board meeting last week, but he knows that Carol Ogilvie worked diligently on that and maybe the Planning Board did not give her the property direction and they've talked with Nate Miller numerous times at SNHPC for their help on some mapping and such. He is just making the Board aware of what they are doing on the Planning Board side in our community. Selectman Laliberte said if you think about it, it has been two or more years that they started the Master Plan Steering Committee and then UNH Cooperative Extension came in. So they had the Master Plan Committee and at the same time they were doing some transportation work. They had some opportunities to do some transportation work and getting some things taken care of there but it was shot down last year at the voting booths. They really tried to address some of these issues.

He felt everyone on the Board has and many people in the audience have. Right now they really need to assess what are our next steps and what do they need to do to work with people, what are their concerns and how do we alleviate them and where are those areas. That is why he asked because maybe some of that information is available on-line and there may be areas they need to start looking at. Sometimes you want to throw your hands up in the air and ask if they are going in the right direction. He thought they were, but if there is such an outcry in certain areas then maybe they're not. Or maybe there needs to be more education on certain elements of it. He felt they need to do that in their town above and beyond anything like this which he thinks is great. This is why he asked what some of the other towns doing. He thought they should look inward for a little bit before they look back out. If this is available next year it would be great to look at. This is his opinion; he didn't know what everyone else thought. Ms. von Aulock said timing is everything. It sounds like they may want to sit back and think about it for awhile. Selectman Young said she didn't go to the Planning Board meetings for several reasons, but she thought it was best that she wasn't there. They have a lot going on and they have a lot of different opinions. This is something they have been working on for a couple of years and they can't quite get over some these humps. She thought these committees all go together, because they have to talk about the elderly when you talk about a village space. To her it has to be interwoven. She is not sure that is happening right now. They are an aging community and sooner or later these things are going to have to be addressed. She would rather be proactive than reactive. They have a community and they vote and they have said loud and clear at several different venues that they are not interested right now. She didn't know what to do as far as moving ahead with this. She didn't want to commit to something she can't do. She didn't know if there was support for this in the community. Chairman Robie said the Planning Board decided to put what they were working on off for another year. They want to have work sessions and try to get something that addresses numerous things here. Most of the older people are going to need a car to get down town, which we don't have. They aren't walking anywhere except to go for a walk in the morning or in the afternoon. They are working on this stuff and the Planning Board did decide that they are going to work another year and if anybody wants to go to the work sessions and try to put something together that may go to the vote of the people in another year. They weren't ready for that this year and it is a lot of work to get people to participate. A lot of these things are not going to happen in Candia. He noted that Selectman Young said they need to be proactive and the Planning Board has tried to be proactive. He knows the community is going to need revenue and resources very shortly for the things that Selectman Dann has brought up. Volunteer Fire Departments are going to be a thing of the past in Southern New Hampshire. If you look at the age of the people doing it, they are getting old. It is an issue and you need new revenue to make that happen when it comes and it is coming quick. Society has changed fast in that past two or three decades. He wished Ms. von Aulock luck on the project. Selectman Laliberte said he will be looking at the website to see the work that is being done and he is sure Al Hall and Dick Snow will keep them update as well. Resident Al Hall said he has mixed feelings about the fact that they don't need it versus what do they have to lose to submit a letter of indication that we are interested. There is interest in the concept or in the problems. He felt they should keep the door open and he would like to ask Sylvia what the cost would be to submit a letter of interest or intent and what does the obligation entail for the town. He is not saying this is going to be a grandiose million dollar plan. It doesn't cost them anything to be proactive and say Candia is interested. This is something AARP is behind and the federal and state are behind. For us to say we don't need it puts him out in left field, he would rather be in

the playing field. As long as the Selectmen don't have to dig in their pocket there is plenty of opportunities. SNHPC and AARP have grants that might be a benefit to the town. Ms. von Aulock said Mr. Hall is right and there is no cost to the community for submitting a letter of interest. There is no cost for our planning expertise; it is paid for by the grants. Selectman Dann asked if it would be one week per month. Ms. von Aulock said they don't know each community that they work with will have a unique situation. She is thinking this will be between four or five meetings. They have to done by the end of May. This is something that they will hit the ground running. They will utilize whatever existing plans that they already have. They don't want reinvent the wheel. Selectman Young noted they aren't saying thanks but no thanks. Her personal feeling was she wasn't even sure they could get a committee. She was part of the Community Profile event a year ago and they started out with twenty people and there were two of us in the end. She would hate to see another town that has the resources lose out because we put our letter in and we can't give it the commitment that is needed. Ms. von Aulock said she was hearing timing. Selectman Laliberte said he agreed with Selectman Young. If there are towns that are eager, they should have the opportunity. He will be following this and he's not going to ignore it. He knows people in these communities and he can talk with them to see how it is going. He's sure they will keep us informed. He just wants to make sure if they do this they will do it right. He thought they have some education they need to do internally before they can take that step, because he would like to do this next year. He didn't want to give them the impression that they are not interested in doing this, because he is very interested in doing this if they are in the position to do it. The Board thanked Ms. von Aulock for the presentation.

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

**Highway:** Road Agent Lewis read from the attached report. He noted this was the busiest December he has seen since he's started this job. It went pretty well considering sometimes the ground isn't frozen earlier in the month. Now it is beyond frozen and they don't have much time to get load of sand out on the dirt roads before it is frozen in the back of the truck. They've only had one complaint. It was about the school last Friday. It was about the condition of the school parking lot. Someone was complaining about some ridges of snow. He had talked with the Superintendent the night before about not having school on Friday. They have the entire roof to empty into the parking lot. Friday they didn't do much with it at all and Saturday he cleaned it up. The person didn't sign the letter, but a left his first name which was Matt. This was the first time that ever happened. Other than that it put us way over budget and for the year, but it is hard to predict that stuff.

**Police:** Chief McGillen wanted to let the Board know about two resignations. Part time Officer John Wasiejko submitted a letter on December 18<sup>th</sup> (see attached). The other resignation submitted was from Animal Control Officer Matt Murphy on December 15<sup>th</sup> (see attached). He is moving up to Barnstead. They are going to miss them both. They have an ad out there for a part-time officer. They are having a hard time finding a candidate. Chairman Robie asked if anyone had responded to his ads. Chief McGillen said they would prefer someone that is certified. It's hard because people are changing jobs. They are working at Dunkin Donuts or as a mattress technician and they want to be a police officer. It seems to be a trend, not just the Candia Police Department. A lot of these agencies are having a hard time finding people. Chairman Robie asked if Officer Wasiejko was a trained part-time officer when he came here.

Chief McGillen said he wasn't and the town paid for that. Chairman Robie asked how long he was employed with the town. Chief McGillen believed he was hired in 2014. Selectman Young asked if he got a full time job. Chief McGillen said he resigned for other reasons. He noted that he did some research on the old Explorer. They offered \$2,500 for it. This is something they could talk about when they get the other estimate. Overall the case numbers for the whole year was 2,125. They had 2,321 for 2016. They were a little higher on the criminal side. The overall numbers were a little bit lower. Burglaries and thefts have been down. Selectman Laliberte asked if they had anything to contribute that too. Chief McGillen said good police work. Chairman Robie asked if anyone responded to the ACO job posting. Chief McGillen said he hadn't put an ad out on that yet. He thought someone in town might be interested in the job, but he will put an ad out.

**Fire:** Selectman Dann read from the attached report. It's pretty much the same each month. The staff does one heck of a good job and he compliments them on their work.

**Building:** Building Inspector Murray read from the attached report. He hasn't closed any code enforcement cases the same three are still there. It's really been more commercial than residential. They had six new house permits last year. They had three that came in at the end of last year. This is why he has nine houses going on at once. Selectman Young asked if there is anything happening on High Street. She thought that was approved and ready to go. Chairman Robie said that is what the Planning Board is working on. In general if you are going to talk about that stuff, this year alone the town and school's budgets are up a little bit over \$600,000, if you want to talk about revenue and increases. There is very little commercial and industrial type building going on if any. Exit 3 is under construction and that will bring in a little revenue. If you do the math on six homes and you average it out at the price of homes in Candia and look at the assessed value of \$300,000 it's \$6,000 or \$7,000 per house as far as revenue. If you build 6 houses it is \$42,000 in revenue. This doesn't pay for a \$600,000 increase in our budgets. Like Sylvia said we are an aging community look at the graphs. As the Planning Board works like they did for the past two years and the response they've had, the Board miss the target last week. Without a whole lot of support and anybody encouraging anybody to move forward and keep trying, they are on a slippery slope. It is \$600,000 this year, but our budgets are going to increase substantially as we age. This really bothers him. As Selectmen it is their job to move our community forward for the future. He really feels that and he thought that is what they are here for and it is tough to do here. He has watched this for most of his adult life.

**Solid Waste:** Selectman Dann read from the attached report. He noted they are missing some of the figures for this report. There was 62 tons of waste processed in 2017. The Recycling Center generated \$63,313.53 in revenue during the 2017 calendar year. The more residents get involved in recycling the more funds they will receive. Chairman Robie said he spoke about an article that he read a couple of months ago. He left a copy of that article in Selectman Dann's tray. He also sent one to the Recycling & Energy Committee too. Selectman Dann said they will discuss that at their next meeting.

**The Board to move forward with an RFP for a roof contract for Town Hall building.** Chairman Robie explained they put the money for a roof in their budget. Accounting and Payroll Specialist Donna Becker has to figure out the default budget to go along with the

approved budget before Deliberative Session. If she puts this in the default budget she will need a contract or else you can't include that in the default budget. The purchase policy is in all of the folders. It says with purchases over \$10,000 a competitive bid must go out. They will place the bid on the website, newspaper, and it will be posted. Building Inspector Murray has written us a scope of work that will be posted along with the RFP and it can be picked up in the office. The bids according to our purchase policy will be sealed and opened publicly at a Selectmen's meeting. Based on the criteria he thought the deadline could be February 2<sup>nd</sup>. Then they can go to Deliberative Session with a number with these sealed bids. They'll have a number and the sealed bids. If they open them at the February 12<sup>th</sup> meeting and they are all higher than what they budgeted then they don't have to do the job. If one of the bids is in line they can accept the bid and have the job done if we would like. They need an RFP for the project. Selectman Dann asked if this was for the 2018 budget. Chairman Robie said it is in the 2018 budget but you have to prepare a default budget to go with your budget and people will vote on the approved budget from the Budget Committee or they can vote for a default budget. The default budget is last year's budget. This isn't a wish list of things; this is why you need to have a contract. They can't put the \$17,000 in the budget saying we need a roof and then never attempt to do it. They are trying to clean up the housekeeping issues. Selectman Dann asked about the piece of equipment at the Recycling Center. Chairman Robie thought he had an invoice for that. Selectman Dann said he they are working on getting one. Chairman Robie explained they put a number on that and they need to come in under that. As long as you have one, but if you think you can get a better deal you can still shop it. In theory if they had followed the purchasing policy at the time this is what they would've done. He noted if they want to get the re-roofing RFP's started tomorrow they'll get it posted. He would accept a motion for us to request a proposal to replace the roof. Building Inspector Murray said he would like to add one thing under the scope of work. They talked about the removal of the two skylights. They both face south and they are 30 years old. They are going to put this roof on and they are going to get another 25 or 30 years out of it. They aren't going to get 50 years out of a skylight, now is the time to deal with it. Rather than replace them they should remove them. They don't serve any purpose. Both rooms have windows for natural light. He would recommend just getting rid of them; it will be cheaper in the long run. Chairman Robie said they would have it framed in and a piece of sheathing put over and the skylight removed. They will add this to the scope of work. Selectman Young moved to solicit a request for proposal for the re-roofing of the Town Hall roof with a deadline of February 2<sup>nd</sup>, 2018. Seconded by Selectman Dann. All were in favor. Motion carried. Chairman Robie explained if anyone asks at Deliberative Session, they have a bid.

**The Board to continue discussions on the cable franchise renewal process.** Selectman Young said she called NHMA and she also spoke with Bryan Christiansen of Comcast. It seems to be in her opinion the only option right now. This does not preclude them if somebody else were to come in. If Fios was to come up here in two years they can offer the contract to Fios. Selectman Laliberte further clarified the phrase that is used in RSA 53-C is "less restrictive or more beneficial". It would essentially have to be the same contract. Chairman Robie asked what they were doing here. Selectman Young said at the public hearing they had a community member asked and she looked into it. She called Atty. Buckley of NHMA and he suggested that the Town Attorney review it. It was noted that the contract was sent to Atty. Mayer. Chairman Robie said this is the contract they had for the last ten years. Selectman Young said one of her concerns was the contract was so long and technology changes. She didn't want to get locked

into something. But from what she understood they won't be. Selectman Laliberte said this is similar to the Town of Lee's contract because they use Comcast as well. It was a pretty standard contract and he is comfortable with it. He didn't see anything that they really needed to worry about. Selectman Dann asked if something else came along they could entertain it. Selectman Laliberte replied they can have as many cable companies in the town as they want. They just can't offer them anything that is different from this, anything that is more beneficial. If they have Comcast they can't offer anything more enticing. Let's say Fios came in we can't say we would accept less money, it would have to be the same service. It is in the state law. Also keep in mind the PC doesn't regulate this so they have a lot of leeway in what they want to do. If they offered something more restrictive why would anyone bid on it. Selectman Dann asked what if they could give us more stations or what have you. Selectman Laliberte said they could give us more, but at the same time they could charge more. They can't charge more, because it can't be more beneficial or more restrictive. They can't undercut Comcast. Selectman Young said they can't undercut Comcast, because she did ask about the franchise fee and we are getting 3%. She said on the contract they can get up to 5% because we do get \$48,000. She asked if they were to go to 5% that would be passed on to the customers and she was told that it would. Chairman Robie noted the 3% that the town gets back, the subscribers are paying for that. So in theory anyone with a cable box that is paying is helping the resident that doesn't have it in their tax rate because we are collecting \$48,000. So the people buying cable are helping subsidize the revenue. Resident Al Hall understood that the Smyth Public Library and the Moore School are part of this contract, the municipalities get free access. The response from the Librarian was that she would like more (internet) speed. If they could provide more speed without any additional charge they would love that. Selectman Young said it was interesting he asked that. She asked if the 3% was just on the cable or the internet and telephone and it is just on the telephone part. They are not getting 3% of their gross revenue. Even though it states it, if you don't read it properly you are going to think why isn't it more. They only get 3% of the video costs. They do give free cable to the Fire Department, Police Department, Jesse Remington School, and the Smyth Public Library. The internet is free of charge for the school and the library only. It is only free of charge if the school and the library don't want to increase the level of service. This is where it is competitive. What they are offering sounds lovely and it is, but when you want the library to have the best internet or the fastest available you are going to pay for it. Resident Al Hall thought the message was we can negotiate. Selectman Young said she wasn't opposed to that at all. She asked Mr. Christiansen what if they don't want to sign this tonight. Or what if they want to go to 5 years from 10 years or what if the Board wanted to do a different percent and he told her both parties have to agree to it. They are down to the wire and they have two days to sign this, but it is up to the Board on what they want to do. Resident Becky Sarra asked if the definition of cable was television. Selectman Young said he called it video service. Resident Becky Sarra noted that people are moving away from television and going to whatever the access is on the internet i.e. Netflix, etc. She thought they would see the percentage go down of what they are getting paid if that number is based on cable alone. Selectman Young said it is it's not based on internet or telephone at all. Resident Becky Sarra thought they would see that number drop radically. Selectman Laliberte said it is going to drop anyway if they had a five year contract. He would hate to take four or five percent from people that have cable. Resident Becky Sarra noted the more they use the internet at school they more they'll need a bigger bandwidth. Selectman Laliberte said there are programs in the state where they can get fiber to schools if they wanted to at an addressed discount. He thought the School Board would have to

initiate that. He knows those programs exist to get fiber to the schools. That would be light speed and he wasn't sure if Comcast did anything with that. He thought if they were to bring fiber to the school they would be bringing down fiber this way, so it would reach other services. He reiterated this is something the school would have to initiate. Maybe this is something she could talk to School Board member Matt Woodrow about or some of the other School Board members. He is fine with this and he knows the numbers will go down but that is a trend throughout. Again to get more money or to breakeven, they would have to take more money out of the people that do get service. This is a subsidy for the people that aren't using it anyway. Resident Al Hall appreciated the Board doing their homework. Resident Becky Sarra asked if there was an opt out. Selectman Young explained the opt out is that they could hire someone else. You could have someone else and as long as you didn't offer them 2% instead of the 3% Comcast is giving us. Selectman Dann moved to renew the Cable Franchise Contract with Comcast for 10 years which will expire on January 13<sup>th</sup>, 2028. Seconded by Selectman Laliberte. All were in favor. Motion carried.

**Chairman Robie to make the recommendations for the Town Report dedication and the Employee of the Year.** Chairman Robie recommendations for the 2017 Town Report Dedication were a group of people that all have participated in our community. They are William "Kim" Byrd who served on the Planning Board and the School Board; Mark Hardy who served as a Selectman; Ray Rodier who was the Animal Control Officer; Donna St. Onge who was a Police Officer; and Sandy Whitcomb who served on the Heritage Commission. This is his recommendation for the Town Report Dedication. If there is any discussion on this they will have a non public. Selectman Young moved to accept the names as listed for the Town Report Dedication. Seconded by Selectman Laliberte. All were in favor. Motion carried. Chairman Robie said he would like to nominate Officer Rick Langlois as Employee of the Year for 2017. Selectman Dann moved to name Officer Rick Langlois as the Employee of the Year for 2017 based on Chairman Robie's recommendation. Seconded by Selectman Laliberte. All were in favor. Motion carried.

**The Board to authorize payment of payroll checks and accounts payable checks.** Selectman Laliberte announced the grand total for accounts payable and payroll checks for January 4<sup>th</sup> and January 11<sup>th</sup> was \$668,660.96. Selectman Dann mentioned last month they discussed needing \$70,000 to start the year with. He is trying to understand this. Chairman Robie said this is 2018 and this comes out of the 2018 budget except for anything Accounting & Payroll Special Donna Becker can pull out of the 2017 budget that was related to that. This is coming out of the budget they haven't voted on yet in March. They are on to a new budget and Donna will take in the accounts receivable that they need to pay and put them in the right line and out of 2017 if she can. Selectman Dann moved to approve the accounts payable and payroll checks for January 4<sup>th</sup> and January 11<sup>th</sup> in the amount of \$668,660.96. Seconded by Selectman Young. All were in favor. Motion carried.

### **Other Business**

**Recycling Center – frozen pipes.** Selectman Dann said the pipes at the Recycling Center froze again and they are trying to find the signed drawings. Building Inspector Murray has been looking in the Town Office for them. He is going to check with Ron Severino to see if they have

something in their archives. When he came on to this Board there was a program to insulate that building. He is trying to find what needs to be done. Chairman Robie asked where the pipes froze. Selectman Dann said the assumption is that it is coming up through the concrete slab and there is no way of insulating it through the concrete slab. So it is pulling cold air into that concrete and freezing it. Chairman Robie asked if it was the domestic water. Selectman Dann said it was domestic from the well. He asked if it was freezing under the cement or above the cement. Selectman Dann said they had someone insulate that whole pipe last year from the concrete all the way up. It is an assumption he is not a plumber. He also noted that it froze in the feed into the toilet. The assumption is it comes down to the concrete blocks. There is no insulation there. They are trying to figure out where the plumbing is. This has to be taken care of for the future. Chairman Robie asked if it was frozen now. Selectman Dann said it was not. Chairman Robie asked who they thawed it under the ground, if they thought it was frozen. Selectman Dann said they blew heat down in there. He just wanted to make the Board aware of this and it has to finally be addressed. There was some discussion about where the water pipe runs.

**Petition warrant articles:** It was noted that petition warrant articles are due tomorrow at 3:00 pm.

**Announce Next Regularly Scheduled Meeting Date:** January 22, 2018 @ 7:00 p.m.

Selectman Young moved to adjourn at 8:15 p.m. Seconded by Selectman Dann. All were in favor. Motion carried.

Respectfully submitted,  
Andria Hansen, Recording Secretary