

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes  
June 26th, 2023, 6:30 pm**

Note: Individual roll call has been taken after each motion.

**6:30 pm** Chair Brien Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

**Attendance:** Chair Brien Brock, Selectman Patrick Moran, Selectman Russ Dann, Selectman Sue Young, Selectman Boyd Chivers via Zoom and Town Administrator Andria Hansen.

**Approval of Minutes:** Public and Non-Public Session minutes of June 12th, 2023. None noted.

**Motion: Selectmen Moran made a motion to accept the June 12th, 2023, Public & Non Public Session Minutes as presented. Selectman Dann seconded. Motion carried by a vote of (4-0-1). Selectman Chivers abstained.**

**Motion: Selectmen Moran made a motion to seal the June 12th, 2023, Non Public Session Minutes as presented. Selectman Dann seconded. Motion carried by a vote of (4-0-1). Selectman Chivers abstained.**

**NEW BUSINESS**

**Cemetery Trustee resignation:** Chair Beth Chalbeck of the Cemetery Trustees Committee announced Marcia Marcotte gave her resignation and the Trustees accepts her letter with regrets.

**MOTION: Selectman Young made a motion to accept the resignation letter from Marcia Marcotte with regrets. Selectman Dann seconded. All were in favor. Motion carried. (5-0-0).**

Chair Beth Chalbeck Committee stated Shaunna Kirkpatrick has accepted the position as a Cemetery Trustee and stated that she will need to be appointed. The Board indicated they will need a letter of interest from her. The Board was told she is currently an Alternate and would like to be a Full Member Cemetery Trustee.

**MOTION: Selectman Young made a motion to approve to move Shaunna Kilpatrick from Alternate to Full Member Trustee. Selectman Moran seconded. All were in favor. Motion carried. (5-0-0).**

**Grade & Step matrix:** Selectman Dann said he did not want to discuss any of the town employees' pay rates at this meeting. It will need to be addressed in a session for the Board to review it and have a discussion. Chair Brock noted that at this time of year in the current budget it would not be appropriate. However, before they start the 2024 Budget process, this would be the time to discuss changing employee wages. Selectman Young stated her thoughts of when they originally did the wage study years ago, they had called different communities around to compare wages. In her opinion, they will need to look at more of what the individuals are doing for their job. Town Administrator Hansen said she would call around different towns to find out their wages and suggested having work sessions as opposed to discussing it in a Selectmen's meeting. Selectman Young mentioned they will also need to find out why some employees are being reimbursed for their increase or retro pay several months later. She feels they need to make sure all employees are receiving their pay increases when due. Selectman Dann noted the Town Administrator has been making sure reviews are getting done on time.

Chair Chalbeck of the Cemetery Trustees Committee reported the Cemetery Trustees had a discussion and agreed paying their Administrative Assistant \$18 hourly.

Candia School Board Member Mark Chalbeck mentioned the School Board will be entering into negotiations again with ESPA (Educational Support Personnel Association) and the Teachers Union, due to a mass exodus of employees going to other places of employment that paid more.

The Selectmen agreed to meet on Friday, July 21<sup>st</sup> at noon for a Work Session in order to discuss the Town Employees' pay rates. Town Administrator Hansen will forward the job descriptions to all the supervisors to review the information and make any necessary changes.

### **OLD BUSINESS**

**Community Power Plan update:** Chairman Kevin Coughlin of the Community Power Group said they have had this process ongoing for the voters to approve. He noted the PUC (Public Utilities Commission) approved the Committees submittal that they requested. If residents want to opt out, it clarifies the following billing cycle of when it will go out. Currently Eversource has requested 12.58% for the upcoming season. He indicated that they are expecting much better prices. If the bids come back and they are not as good as they would like it to be, they will not go out to bid until prices become favorable. August is when they will begin advertising by sending out mailings to the residents. He indicated that someone under the direction of the Select Board would need to sign and have a representative from Candia attend a Closed Session Hearing. He pointed out that residents will have the option to opt out if they choose to. The Board authorized Kevin Coughlin to be the representative at the Closed Session Hearing.

**MOTION: Chair Brock made a motion to authorize Kevin Coughlin the town representative in attending the Closed Session Hearing. Selectman Young seconded. All were in favor. Motion carried. (5-0-0).**

**MOTION: Selectman Moran made a motion and voted to approve the updates of Community Power Plan - Exhibit II. Selectman Young seconded. All were in favor. Motion carried. (5-0-0).**

### **OTHER BUSINESS**

**Petty Cash Policy:** Town Administrator Hansen asked the Board if they would approve employee reimbursements under \$10 out of the Selectmen's petty cash. This would eliminate the need to process a check.

**MOTION: Selectman Young made a motion of making the changes that are highlighted in yellow on the attached document, and to be updated in the Petty Cash Policy effective immediately. Selectman Dann seconded. All were in favor. Motion carried. (5-0-0).**

**Fire Department - New Hires:** Town Administrator Hansen reported the Fire Department has four new recruits, two of which will be paid with Grant monies. Sarah Levesque as an EMT, Chris Acres as a Volunteer Fire Fighter and AEMT, Kate Warriner and Evan Webster as a Volunteer Fire Fighters. See attached letters.

**MOTION: Selectman Moran made a motion to accept the four candidates of Sarah Levesque, Chris Acres, Kate Warriner and Evan Webster. Selectman Dann seconded. Discussion opened: Town Administrator Hansen stated Joe Provencher has been on the Fire Department as a Fire Fighter and has now received EMT Certification. Discussion closed. Selectman Young abstained. Motion carried. (4-0-1).**

Selectman Young voiced that there has been a lot of concern about Comcast in the Town of Candia. Residents are wondering what the Town's procedure would be in changing to Fidium Fiber or if it is an option. Selectman Young clarified her question by saying Candia has a contract with Comcast. Town Administrator Hansen explained that the Comcast contract is for the Cable franchise fees and it is different

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than our internet. It is up to the individual/resident that lives in Candia on who they choose for a service provider. Selectmen Moran stated that Fidium Fiber is another option as a service provider in Candia.

Selectman Young thanked Honor Flight NE that came out in the rain on Saturday. Candia was well represented at the new development and it was appreciated very much. On Thursday, July 6<sup>th</sup>, 2023 at Cruise Night - Candia's First Stoppe located off Exit 3, will be for Honor Flight NE announcing they will be having fireworks.

Selectman Moran asked Chief McGillen for an update on what was going on with the right to pass on the discontinued portion of Diamond Hill Road property. Chief McGillen stated the residents involved are hiring attorneys to resolve the matter. Discussion ensued.

Selectman Chivers congratulated Candia's Agricultural Commission and Farmers Market. Every year the Union Leader conducted a survey in asking the public to nominate the best of Farmers Market in New Hampshire for 2023 and Candia was voted # 1. He congratulated them, and remarked that this is only their second year in having a Farmers Market in Candia and they won the statewide competition.

### **Calendar:**

- The Town Offices will be closed on Tuesday, July 4th, 2023 in observance of Independence Day
- Next Board of Selectman's Meeting on Monday, July 10th, 2023 @ 6:30pm

The Board was asked to come into the Town Office early to sign Payroll on Monday, July 3<sup>rd</sup>, 2023 due to the holiday falling on Tuesday.

**Public Input:** None

**7:10pm MOTION: Selectman Dann made a motion to adjourn the Public Meeting. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

**Respectfully submitted,  
Linda Chandonnet, Recording Secretary**