

Candia Board of Selectmen

Agenda

December 16th, 2024, at 6:30pm

Call to Order

Roll Call

Approval of Minutes: Public Minutes for December 2nd, 2024

New Business:

- Employee of the Year
- Town Report Dedication
- Encumbrances
- Famers Market request – M. Chalbeck
- Default Budget

Old Business:

- Budget Review
- Warrant Articles

Other Business:

Calendar:

- The Town Office Building will be closed on Wednesday, December 25th, 2024 for Christmas.

Public Input:

This public body may enter into one or more nonpublic sessions as permitted under RSA 91-A:3, II.

Adjourn

Join Zoom Meeting

<https://us02web.zoom.us/j/6034838101>

Meeting ID: 603 483 8101 Password: 8101

Dial In +1 646 558 8656 US

12/11/24

The Smyth Memorial Building Trustees request that \$4,750 be encumbered out of the balance of our remaining 2024 Operating Budget. The money to be used in 2025 to repair the last section of the roof. A copy of the roof estimate is attached.

- Smyth Memorial Building Trustees



Protecting You With Three Generations of Experience

DATE: Wednesday September 20, 2023
CLIENT: Town of Candia, New Hampshire C/O Carla Penfield
ADDRESS: 194 High Street
Candia, New Hampshire 03034
QUOTE: Rear Left – gutters, roof valley between main and ell.

SCOPE OF WORK

1. Erect ladders, staging, and applicable exterior property protection materials and equipment.
 2. Removal to include:
 - a. Up to two rows of slate tiles above the entire length of gutters
 - b. All applicable slate tiles with the roof valley
 - c. Copper gutters
 - d. Copper "shelf" beneath the gutters
 - e. Metal valley flashings beneath the roof valley slate tiles
 - i. NOTE: Existing downspouts and downspout accessories are to remain as these have already been replaced by Master Roofers.
 3. Excludes removal of the wood eave trim that the copper gutter rests upon, and decorative dentil molding at the eave/soffit location. If rot is discovered, these details are to be addressed as needed only for an extra cost.
 4. Cover the exposed roof where slate tiles were removed (along eaves and within the roof valley) in new high temperature leak barrier membrane.
 5. Fabricate and install new 5" K style copper gutter inclusive of accessory products (end caps, outlets, roof straps, etc.).
 6. Fabricate and install new 16" copper flashing within the applicable roof valley.
 7. Reinstall / replace slate roof tiles. We will include replacement copper flashing bibs and compatible stainless steel and/or copper fasteners. Our quote includes up to 30 replacement slate tiles assuming some existing tiles will be salvageable for re-installation and some will not. Additional replacement tiles, if required, will be invoiced for an extra cost.
 8. Repair one slate tile along the rear left ridge, to the right of the chimney.
 9. All work related debris is to be cleaned up daily, hauled away, and responsibly disposed of.
- ❖ Copper and slate installation will include materials and workmanship techniques that comply with industry best practices and standards.
 - ❖ Quoted restoration work will be performed in such a way that maintains the integrity of the current appearance of the building and its details.
 - ❖ Changes to the scope of work, materials, and hidden/unforeseen conditions will be addressed by submission of an additional work order (AWO) document that outlines any changes, extra work, and additional costs.

COST ESTIMATE FOR RESTORATION WORK OUTLINED ABOVE: \$21,415.00

PAYMENT TERMS: 1/3 deposit due upon approval. Total invoiced balance due upon completion.

CLIENT SIGNATURE: _____ DATE: ____ / ____ / ____



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SPECIFIED WORK AREA PER THIS QUOTE



**Orange = removal and replacement of copper gutters and copper shelf flashing beneath.
Red = installation of new copper valley flashing.
Yellow = replacement of compromised slate tile.**

Master Roofers, LLC
162 South Main Street, Manchester, New Hampshire 03102
P: (603) 623.4973 F: (603) 641.9811 E: info@masterroofersinc.com
www.masterroofersinc.com



Protecting You With Three Generations of Experience

PROJECT APPROVAL AND AUTHORIZATION TO PROCEED WITH WORK

COST ESTIMATE PAYABLE TO MASTER ROOFERS \$21,415.00

PROJECT PAYMENT SCHEDULE: One third deposit due upon approval of this proposal. Total remaining balance due upon completion of the included scope of work.

PROJECT PAYMENT OPTIONS: Check Visa Master Card Discover American Express

NOTICE TO BUYER: The Payer acknowledges that each credit card charge will include a processing fee of 3% of the payment made. This processing fee applies only to credit card payments and not to payments made by cash, check, or money order.

DATE OF PROPOSAL SUBMISSION: Thursday August 8, 2024

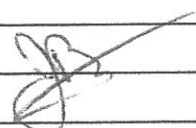
PROPOSED START DATE: To be determined. Project commencement is contingent upon date of project approval by the client; Master Roofers production schedule; availability of materials; delivery of materials; roof top conditions; job site conditions; and environmental weather conditions.

NOTICE: This Proposal is based upon current materials and labor costs. This proposal may be withdrawn if not accepted within thirty (30) days of the submission date noted above. After thirty (30) days, prices may be subject to revision. If a specified product is unavailable or shipment is delayed, Master Roofers, LLC shall provide written notice to Client and shall be afforded additional time and substitute products may be considered. If there is an increase in price of materials, equipment, or products between the date of this Agreement and the time when the Project is ready for installation of the affected material, the Contract Sum shall be increased to reflect the additional cost to obtain the materials, provided that Master Roofers, LLC provides written notice and documentation of the increased costs.

ACCEPTED AND AGREED: The prices, specifications, terms and conditions contained within this proposal agreement are satisfactory and hereby accepted. Approval of this proposal agreement authorizes all specified work to be performed and completed. Payment will be made as set forth above. Any portion of the purchase price not paid shall accrue interest at the rate of 18% per annum, both before and after judgement, until paid in full. In the event of failure to pay, the undersigned shall pay reasonable attorney's fees and court costs. You, the buyer, may cancel this transaction within seventy-two (72) hours of signing. In the event of cancellation after seventy-two (72) hours, the undersigned shall be responsible for payment in full for all non-returnable, non-refundable, special order, and custom fabricated materials purchased, procured, and prepared in advance of production commencement.

CLIENT: Town of Candia C/O Carla Penfield

PROJECT ADDRESS: Smyth Memorial Building 194 High Street, Candia, New Hampshire 03034

Accepted By: _____ Dated: ____/____/____
Roofing Advisor:  _____ Dated: 8 / 8 / 2024
Master Roofers, LLC: _____ Dated: ____/____/____

Thank you for your consideration of our professional services. We trust that our comprehensive proposal will meet with your approval. Please contact us at your convenience if you have any questions. We are looking forward to working with you.

Respectfully Submitted,

Brett Rogenski
General Manager

John R. Burton
Roofing & Skylight Advisor / Senior Estimator



VEH_CandiaBuildingInspectorLightbar Quote #ITS064098NH v1

Prepared by: New Hampshire Office Jordan Hillner 14 Industrial Way Unit D Atkinson, NH 03811 P: 888-615-2770 E: jhillner@itsg.us.com	Bill to: Candia NH Buidling Department Bob Donovan 74 High Street Candia , NH 03034 P: (603) 300-7899 E: bdonovan@townofcandia.org	Ship to: Candia NH Buidling Department Bob Donovan 74 High Street Candia , NH 03034 P: (603) 300-7899 E: bdonovan@townofcandia.org	Date Issued: 12.11.2024 Expires: 02.09.2025 Contract #:
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Products	Price	Qty	Ext. Price
Vehicle-Upfit-Labor Rate Hourly Labor Rate For Vehicle Upfit Labor includes removal of lightbar and controller from one vehicle and installing equipment into another vehicle.	\$750.00	1	\$750.00
Vehicle-Upfit-Supplies Misc. Material to include connectors, wire, and hardware	\$100.00	1	\$100.00
Subtotal:			\$850.00

ITS Shipping	Price	Qty	Ext. Price
Shipping Shipping	\$0.00	1	\$0.00
Subtotal:			\$0.00

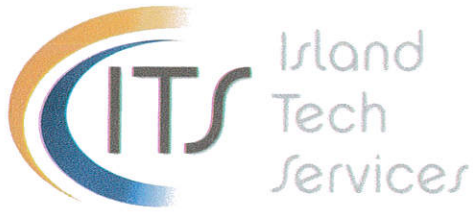
Quote Summary	Amount
Products	\$850.00
Total:	\$850.00

Taxes, shipping, handling and other fees may apply. We reserve the right to cancel orders arising from pricing or other errors.

WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS, NOR FOR INCIDENTAL OR CONSEQUENTIAL MERCHANTABILITY OR FITNESS OF PURPOSE, DAMAGES RELATED TO THIS AGREEMENT. MINIMUM 15% RESTOCKING FEE WITH ORIGINAL PACKAGING. PANASONIC & GETAC PRODUCTS ARE BUILT TO ORDER AND NOT RETURNABLE.

A 3% PROCESSING FEE WILL BE ADDED TO ALL INVOICES PAID BY CREDIT CARD.

Acceptance	
New Hampshire Office _____ Jordan Hillner Signature / Name _____ 12/11/2024 Date	Candia NH Buidling Department _____ Signature / Name Initials _____ Date



980 S 2nd St, Ronkonkoma, NY 11779
Phone (631) 447-2442 * Fax (631) 447-2514

NEW CUSTOMER SETUP FORM

COMPANY NAME _____

SHIPPING ADDRESS

BILLING ADDRESS

WEBSITE _____

FEDERAL TAX ID# _____

TAX EXEMPT STATUS **TAXED** **TAX EXEMPT**
Please include your tax-exempt certificate if you are Tax Exempt

MAIN CONTACT INFORMATION

ACCOUNTING CONTACT

NAME _____

NAME _____

PHONE _____

PHONE _____

FAX _____

FAX _____

EMAIL _____

EMAIL _____

PREFERRED METHOD OF BILLING (Please indicate one of the following):

FAX _____ **EMAIL** _____ **MAIL TO BILLING ADDRESS**

Please fax or email this completed form to Accounting: billing@itsg.us.com
Fax number: 631-447-2514

Thank you in Advance for your cooperation
Island Tech Services LLC

Encumbrance

AGREEMENT FOR PROFESSIONAL PLANNING SERVICES
BETWEEN THE SOUTHERN NEW HAMPSHIRE PLANNING COMMISSION
AND THE TOWN OF CANDIA

This AGREEMENT, dated this 4 day of ~~DECEMBER~~ 2024, by and between the Southern New Hampshire Planning Commission (hereinafter known as the COMMISSION) with a place of business at 438 Dubuque Street, Manchester, New Hampshire 03102, and the Town of Candia, 74 High Street, Candia, New Hampshire 03034 hereinafter known as the TOWN).

WHEREAS, the TOWN desires to engage the services of the COMMISSION to prepare the Town's School Impact Fee and Solid Waste Impact Fee;

WHEREAS, the COMMISSION has agreed to provide such services by utilizing its staff and consultants where necessary;

NOW THEREFORE, for and in consideration of the mutual covenants, conditions and agreements herein contained and for other good and valuable consideration, the parties hereto do hereby agree as follows:

1. Scope of Work

The COMMISSION will complete the following tasks under this AGREEMENT:

- Develop a Candia School Impact Fee; and
- Develop a Candia Solid Waste Impact Fee.

The Town of Candia shall be responsible for providing the SNHPC with any data or information necessary to complete the scope of work, including but not limited to: 1) providing anonymous school enrollment data by grade that can be linked to assessing data; and 2) providing other school or solid waste related data that may be required to complete the impact fees.

2. Project Period

This AGREEMENT shall commence upon execution and shall end on June 30, 2025.

3. Compensation

The compensation allowed under this AGREEMENT shall not exceed Eight Thousand Dollars (\$8,000).

4. Method of Payment

The COMMISSION will submit invoices on a periodic basis, commensurate with the number of hours spent and work products provided to the Town of Candia. Payment will be made by the TOWN within 30 days after the receipt of the invoice.

5. Work Products

All materials related to this AGREEMENT shall be the property of the TOWN.

6. Publications

Articles, papers, bulletins, reports, maps, or other materials reporting the progress, analyses or results

and findings of the project done under this AGREEMENT shall be the property of the TOWN. The COMMISSION shall be allowed to utilize such materials in the normal course of its business provided that no information that is reasonably expected to be confidential is published.

7. Termination

This AGREEMENT may be terminated by either party with 15 days written notice, provided that the COMMISSION is paid for the work done and reimbursed for expenses up to that date.

8. Amendment

This AGREEMENT may be amended, modified, or renewed by a written amendment signed by the TOWN and the COMMISSION.

9. Entire Agreement

This AGREEMENT constitutes the entire understanding between the parties and supersedes all prior agreements and understandings related hereto.

IN WITNESS WHEREOF the parties have hereunto set their hands on the day and year first above written.

WITNESS

TOWN OF CANDIA

12/4/24
Date

BY: 
Date

WITNESS

SOUTHERN NEW HAMPSHIRE
PLANNING COMMISSION

Date

BY: _____
Date
 Sylvia von Aulock
 Executive Director



Proposal

Northern Tree Service
 1290 Park Street
 Palmer, MA 01069
 978-374-7207

Saturday, December 14, 2024

Job Name
Eversource/Cemetery Trustee 202408190

Eversource/Cemetery Trustee
 Mark Chalbeck
 74 High St
 Candia, NH 03034
 -Mobile:603-370-0852

Salesperson: Kevin Kiever 7764
Email: kkiever@northerntree.com
Phone: 6179384616

Worksite: 22 Depot Rd
 Candia, NH 03034

Below are the costs and details for the services you requested.

#	Item	Description	Qty	Cost
1		NOTES On site notes pertaining to job or services requested. DEPOT STREET CEMETERY (22 Depot Street, Candia, NH) Mark and I looked at 2 trees in the Depot Street Cemetery. This cemetery has NO access, Mark and I looked at cutting an old logging road back open on the left side of the cemetery to gain access to the dead ash in the back left of the cemetery. Permission must be granted from property owner. Trees at this location are- 1). Large dead ash located in the front, left of the gate, can be reached with bucket truck, on lawn, over the stone wall, rigged down. (estimated at 8 hours). Wood being left ? 2). Large dead ash located on back left along lot line, NO access to the tree, must get permission to open up old logging road to reach the tree. (estimated at 10 hours).	0	
2	Ash	Below is the cost for the services you requested. Removal Removal of trees and plants listed by the arborist. Remove the 2 ash trees listed above, chip all brush and haul away wood, (wood staying ?). The tree in front can be done right away, the tree out back needs access road opened up and neighbors permission.	2	\$4,200.00
3		Certificate of Insurance Certificate of insurance will be sent upon acceptance of my proposal and can be shared with all parties involved.	0	

<i>Beth Chalbeck</i>		Subtotal:	\$4,200.00
Signature	12/14/2024	Tax:	\$0.00
	Date	Total:	\$4,200.00

Thank You

Andria Hansen

From: Mark Chalbeck <chewyoutdoors@gmail.com>
Sent: Monday, December 2, 2024 11:37 AM
To: Andria Hansen
Cc: Melissa Madden
Subject: Fwd: Estimate from Twin Pines Electrical LLC
Attachments: Estimate_1005_from_Twin_Pines_Electrical_LLC.pdf

Good morning,
I have received an estimate for the work that was requested by the Farmers Market to add an outlet on the meter board at the pavilion.
Could I be put on the next available spot for the Selectboard meeting to bring this to them.
Please add Melissa madden also.
Thank you

Begin forwarded message:

From: Twin Pines Electrical LLC <quickbooks@notification.intuit.com>
Date: November 29, 2024 at 18:54:11 EST
To: chewyoutdoors@gmail.com
Subject: Estimate from Twin Pines Electrical LLC
Reply-To: twinpineselectric@gmail.com

ESTIMATE 1005 DETAILS

Twin Pines Electrical LLC

\$600.00

Review and approve

Powered by QuickBooks

Hey Mark Chelbec,

You can find your estimate details below. Your business is appreciated.

Twin Pines Electrical LLC

1019 Union St
Manchester, New Hampshire
03104 US
+1 603-867-6107
twinpineselectric@gmail.com

Estimate

ADDRESS
Mark Chelbec
Eversource

ESTIMATE 1005
DATE 11/29/2024

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Services	Addition of 2 gang outlet to exterior pedestal. All weather tight equipment and replacment of one breaker to accommodate additional circuit to power outlets.		600.00	600.00

TOTAL **\$600.00**

Accepted By

Accepted Date

Thank you!
Twin Pines Electrical LLC

Address

Mark Chelbec
Eversource

Services

\$600.00

Addition of 2 gang outlet to exterior pedestal.
All weather tight equipment and replacment of one breaker to accommodate additional circuit to power outlets.

\$600.00

Total \$600.00

Review and approve

Twin Pines Electrical LLC
1019 Union St Manchester, New Hampshire 03104 US
+1 603-867-6107
twinpineselectric@gmail.com

If you receive an email that seems fraudulent, please check with the business owner before paying.



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PETITION TO THE BOARD OF SELECTMEN TO INSERT A WARRANT ARTICLE

LOOK PLEASE READ

We, the undersigned registered voters of the Town of Candia, request the Board to insert the following article on the Warrant for the March 11, 2025, Town Meeting of Candia, New Hampshire.

Important: 25 or more Registered Voter Signatures/Printed Name & Street Address.

Do you approve requiring the Board of Selectmen to include the estimated tax impact following each proposed warrant article on the ballot. The purpose is to provide the registered voters' clear understanding of the financial impact on each warrant article.

Please sign and legibly print your name and legal address as it appears on the voter checklist.

SIGNATURE	PRINTED NAME	STREET ADDRESS
1. <i>Amy Rheauve</i>	Amy Rheauve	371 Deerfield Road
2. <i>Susan Jordan</i>	Susan Jordan	385 Deerfield Road
3. <i>[Signature]</i>	Lidraugh Jordan	385 Deerfield Rd
4. <i>Brenda Coughlin</i>	Brenda Coughlin	96 Langford Rd.
5. <i>[Signature]</i>	Kevin Coughlin	96 Langford Rd
6. <i>[Signature]</i>	John Barry	97 NORTH RD
7. <i>Debra L. Belanger</i>	Debra L. Belanger	569 North Rd
8. <i>Patricia A. Massi</i>	Patricia A. Massi	44 Stevens Lane
9.		
10.		
11.		
12.		
13.		