

Candia Board of Selectmen

Agenda

January 13th, 2025, at 6:30pm

Call to Order

Roll Call

Approval of Minutes: Public Minutes for December 16th, 2024

Department Reports: Highway; Police; Fire; Building; Solid Waste; Budget; Other

New Business:

- Memorial – Reggie Henshaw
- Appointments – Fire Department
- 2025 Milage rate
- Auto locks – office doors
- NH Retirement - Group 1
- Assessor update
- Resignations
- Deliberative Session packet

Old Business:

- Selectmen's procedures
- Warrant article change
- Conservation easement – D. Snow

Other Business:

-

Calendar:

- The Town Offices will be closed on Monday, January 20th, 2025 for Martin Luther King Day.
- The next Board of Selectmen's Meeting is scheduled for Monday, January 27th, 2025.

Public Input:

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

Adjourn

Join Zoom Meeting

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

Meeting ID: 603 483 8101 Password: 8101

Dial In +1 646 558 8656 US

January 13, 2024

Town of Candia
Road Agent's Report
Month of December 2024

Summary of Work:

- Tree cutting and trimming Brown Rd
- Finished fall grading
- Patching
- Trucking winter sand to stockpile
- 4 Spreader runs
- 3 Plowable storms

Jeff Wuebbolt
Road Agent

CANDIA POLICE DEPARTMENT
ACTIVITY 11/15/24 to 12/11/2024

During this period, the Candia Police Department issued 70 motor vehicle warnings

The following were arrested/summonsed:

- | | | |
|----------|--|---|
| 11/22/24 | Nico Covey, age 42, Manchester, NH | Bail Jumping |
| 12/04/24 | Roel Noe Gonzalez Sarpeque, age 25, Manchester, NH | License Reqd; Op w/o Valid License |
| 11/20/24 | James Tierney, age 35, Candia, NH | Criminal Threatening-Deadly Weapon
DV; Crim Threat Against Person Deadly Wea
Simple Assault; Physical Contact or BI
DV; Simple Assault; BI or PC |

The above-mentioned individuals are presumed innocent until found guilty in a court of law.

CANDIA POLICE DEPARTMENT
ACTIVITY 12/12/2024 to 01/10/2025

During this period, the Candia Police Department issued 90 motor vehicle warnings and 4 summons'

There were 11 accidents.

The following were arrests and/or summons':

01/04/2025	Female, 23, Manchester	Drive after Rev/Suspension License Req'd. - Op w/Expired License
01/08/2025	Female, 33, Salem	DUI - Impairment

The above-mentioned individuals are presumed innocent until found guilty in a court of law

01/09/2025

Offenses (State Law) By Month

	<u>JAN</u>	<u>FEB</u>	<u>MAR</u>	<u>APR</u>	<u>MAY</u>	<u>JUN</u>	<u>JUL</u>	<u>AUG</u>	<u>SEP</u>	<u>OCT</u>	<u>NOV</u>	<u>DEC</u>	<u>TOTALS</u>
FSA - Sexual Contact - Victim	0	0	0	0	0	0	1	0	0	1	0	0	2
Simple Assault; Physical Conta	2	0	0	1	0	0	0	0	1	0	3	1	8
Simple Assault; BI	0	0	0	1	0	0	0	0	0	1	0	0	2
DV; Simple Assault; BI or PC	0	0	0	0	0	0	0	0	0	0	2	0	2
DV; Simple Assault - BI	0	0	0	0	0	0	1	0	0	0	0	0	1
Crim Threat - against person	0	0	0	0	0	0	1	0	0	0	0	0	1
DV; Crim Threat Against Person	0	0	0	0	0	0	0	0	0	0	0	0	1
Reckless Conduct - Deadly Weap	0	0	0	0	0	0	1	0	0	0	2	0	2
Criminal Threatening - deadly	0	0	0	0	0	0	0	0	0	0	0	0	1
Stalking; Domestic Violence; O	0	0	0	0	0	0	0	0	0	0	2	0	2
Theft by Unauthd Taking \$0-\$10	0	0	2	0	0	0	0	0	0	0	1	0	1
Theft by Unauthd Taking \$1501+	0	0	0	0	0	0	0	0	1	0	0	0	3
Theft by Unauthd Taking \$0-\$10	0	0	1	0	0	2	2	0	0	1	0	1	2
Theft by Unauthd Taking \$1001-	0	0	0	0	0	0	0	0	1	1	1	0	7
Theft of Services \$0-\$1000	0	0	0	0	0	0	0	0	0	1	0	0	2
Theft by Deception \$1501+	0	0	0	0	0	0	0	0	0	1	0	0	1
Theft by Deception \$1001-\$1500	0	0	0	1	0	0	0	0	0	0	1	0	1
Identity Fraud; Pose as Anothe	0	1	1	0	1	0	1	1	2	0	0	0	1
Identity Fraud; Obtain Persona	0	1	1	0	0	1	0	0	0	0	0	0	7
Criminal Mischief	0	0	1	3	0	0	0	0	1	1	0	1	4
Criminal Mischief	0	0	0	0	0	1	0	0	1	0	0	1	7
Criminal Mischief	0	1	0	3	1	0	0	0	0	0	0	0	2
Possess >3/4 oz Marij or 5gms	0	0	0	0	0	0	0	0	0	1	0	0	5
Negligent Storage of Firearm	0	0	1	0	0	0	0	0	0	0	0	0	1
Cruelty to Animals; Negligent	0	1	0	0	0	0	0	0	0	0	0	0	1
Disorderly Conduct	0	0	0	0	0	0	1	0	0	0	0	0	1
DUI - impairment	0	1	1	1	0	0	1	0	0	0	0	0	4
DUI Aggrvtd 0.16+	0	1	0	0	0	0	0	0	0	0	0	0	1
Financial Exploitation; \$1000	0	0	0	0	0	0	0	0	0	0	0	0	1
Unlawful Possess/Intoxication	0	1	0	0	0	0	0	0	0	0	1	0	1
Criminal Trespass	0	0	0	0	0	0	0	0	0	0	0	0	1
PROTECTIVE CUSTODY	0	0	0	0	0	1	0	0	0	0	1	0	1
Unlawful Activities; Litter Co	0	0	0	0	0	0	0	1	0	0	0	0	1
Violation of Protective Order	0	0	0	0	0	0	0	0	0	0	2	0	2
Notification of Repossession	1	0	0	0	0	0	0	0	0	0	0	0	1
Littering; Penalty	1	0	1	0	0	0	0	0	0	0	0	0	2
Conduct After; Property Damage	0	0	0	0	0	1	0	0	0	0	0	0	1
Violation of Restraining Order	1	0	0	0	0	0	0	0	0	0	0	0	1
Procuring Dog License; Tag	0	0	4	0	0	0	0	0	0	0	0	0	4
Dog; Menace, Nuisance, Vicious	0	0	0	0	3	1	2	0	2	1	0	0	9

01/01/2024 - 12/31/2024

01/09/2025

Barking Dog	0	0	0	0	0	0	0	0	0	1	0	0	1
BENCH WARRANT-ELECTRONIC	0	0	1	0	0	0	0	0	0	0	0	0	1
Stalking; Domestic Violence; O	1	0	0	0	0	0	0	0	0	0	0	0	1
Resist Arrest/Detention	0	0	1	0	0	0	0	0	0	0	0	0	1
Unauthd Use/Firearm/Firecracke	0	0	0	0	0	1	0	0	0	0	0	0	1
Harassment	2	0	6	2	2	1	0	1	0	0	0	0	1
Nonconsensual Dissemination Pr	0	0	0	0	0	1	0	0	0	0	0	0	14
Conditions of Use of Location	0	0	0	0	0	0	1	0	0	0	0	0	1
POLICE INFO	0	0	0	0	0	0	1	0	0	0	0	0	1
Failure to Display Plates	0	0	0	0	0	0	0	1	0	0	0	0	1
Suspension of Vehicle Registra	0	0	1	1	0	0	0	0	1	0	0	0	1
Unregistered Vehicle	0	0	0	0	0	1	0	0	1	0	0	0	3
Abandoning a Vehicle	0	0	2	0	0	0	0	0	0	0	0	0	2
License Required; Penalty	0	1	0	0	0	0	0	0	0	0	0	0	2
License Req'd; Op w/Expired Lic	0	1	1	0	0	0	0	0	0	1	0	0	2
License Req'd; Op w/o Valid Lic	1	1	2	0	0	0	0	0	0	1	1	0	4
MOTORCYCLE LICENSE REQUIRED	0	0	0	0	0	0	0	1	0	0	0	1	6
Drive after Rev/Sus; DUI	0	0	0	0	1	0	0	0	0	0	0	0	1
Drive after Rev/Sus - Admin Li	0	1	0	0	0	0	0	0	0	0	0	0	1
Drive after Rev/Sus - subsqt	0	0	1	0	0	0	0	0	0	0	0	0	1
Drive after Rev/Suspension	1	1	0	1	0	0	1	0	0	1	0	0	2
Conduct After Accident	0	0	1	0	0	0	0	0	1	0	0	0	5
Unlawful Passing on Left	1	0	0	0	0	0	0	0	1	0	0	0	2
Disobeying an Officer	0	0	2	0	1	0	0	0	0	0	0	0	1
Speeding - Existing Conditions	0	0	0	0	0	0	0	1	0	0	0	0	4
Speeding 21-24 mph over limit	1	0	0	0	0	0	0	0	0	0	0	0	1
Reckless Operation	0	0	1	0	0	2	2	1	0	0	0	0	1
Negligent Driving	0	0	0	0	0	1	0	0	0	0	1	1	7
Traffic Control Device Violati	0	0	0	0	0	1	0	0	0	0	1	1	3
Uninspected Vehicle	0	0	0	0	0	1	0	0	0	0	0	0	1
TOTALS	12	12	32	14	9	15	17	8	14	12	19	7	171

01/09/2025

No Crime Incident Event Breakdown

Event	Description	Total	%
911	911 Hang Up	0	00.0
AIM	Aided Motorist	0	00.0
AL	Alarm	0	00.0
BEA	Bureau Of Elderly & Adult Services Investigation	1	00.2
CC	Citizen's Complaint	2	00.5
CF	Dog License Civil Forfeiture	0	00.0
CIN	Child In Need Of Services	0	00.0
CIV	Civil Standby	2	00.5
COM	Community Outreach	0	00.0
CP	Community Policing	0	00.0
DCI	Dcyf Investigation	18	04.1
DEE	Put Down Injured Animal	0	00.0
DOG	Dog At Large / Loose Dog	2	00.5
EPM	Evidence/Property Management	0	00.0
FIN	Fingerprinting	6	01.4
FPR	Found Property	14	03.2
FR	Fraud Report	1	00.2
IA	Internal Affairs Investigation	0	00.0
IEA	Involuntary Emergency Hospitalization	2	00.5
JUV	Juvenile Complaint	7	01.6
KD	K-9 Deployment	0	00.0
LEB	Law Enforcement Background Investigation	0	00.0
MED	Medical Call	1	00.2
MVC	Motor Vehicle Complaint	2	00.5
NC	Noise Complaint	1	00.2
NDT	National Drug Take Back	1	00.2
NED	Neighbor Dispute	0	00.0
NO	Notification	1	00.2
NTO	No Trespass Order	0	00.0
OD	Drug Overdose	0	00.0
OF	Fatal Overdose	0	00.0
OHV	Ohrv Complaint	1	00.2
PDB	Prescription Drug Box	2	00.5
PU	Police Pursuit Report	0	00.0
RAD	Radar Enforcement	0	00.0
RH	Road Hazard	0	00.0
RPO	Return Property To Owner	1	00.2
SC	Shooting Complaint	0	00.0
SCA	Scams/Phone&email	2	00.5
SEC	Security Check	45	10.3
SP	Serve Papers	31	07.1
SPA	Suspicious Activity	4	00.9
PM	Suspicious Motor Vehicle	2	00.5
PP	Suspicious Person	0	00.0
SA	Safe Schools Act	35	08.0
UI	Suicide	4	00.9
X	Sex Offender Registration	18	04.1
E	Traffic Enforcement	0	00.0
H	Threats	0	00.0
RU	Truancy	1	00.2
WD	Tree / Wires Down	0	00.0
T	Unattended/Untimely Death	3	00.7
IN	Vin Verification	2	00.5
B	Well Being Check	4	00.9
P	Weapons Incident	0	00.0
--	Not Specified	1	00.2
PR	Lost Property	5	01.1

ASC	Assist Citizen	36	08.2
PIN	Police Information	90	20.5
AOA	Assist Other Agency	52	11.8
ACP	Animal Complaint	4	00.9
DIS	Disturbance	18	04.1
SDT	Sudden Death	1	00.2
AFE	Assist Fire/EMS	13	03.0
MIP	Missing Person	1	00.2
CRA	Cruiser Accident	1	00.2
OTH	Other	1	00.2
Grand Total: 439			

**Candia Volunteer
Fire Department
11 Deerfield Road
Candia, NH 03034
603-483-8588
603-483-0252 fax**

Memo

Date: January 13, 2025
To: Board of Selectmen
Re: Monthly Report

DECEMBER 2024 HIGHLIGHTS

- 1. Regular Truck and Building Maintenance
- 2. No December Fire Training
- 3. Review of year 2024 training and preview of 2025 training

Candia Fire Rescue

Candia, NH

This report was generated on 1/6/2025 12:27:25 PM



Incident Statistics

Zone(s): All Zones | Start Date: 12/01/2024 | End Date: 12/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		42	
FIRE		13	
TOTAL		55	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$0.00		\$0.00	
CO CHECKS			
424 - Carbon monoxide incident		1	
TOTAL		1	
MUTUAL AID			
Aid Type		Total	
Aid Given		8	
Aid Received		4	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
8		14.55	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:08:43	0:10:00	
AVERAGE FOR ALL CALLS		0:09:52	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:03:07	0:01:10	
AVERAGE FOR ALL CALLS		0:03:28	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Candia Fire Rescue		24:41	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Candia Fire Rescue

Candia, NH

This report was generated on 1/6/2025 12:29:09 PM



Incident Type Count per Station for Date Range

Start Date: 12/01/2024 | End Date: 12/31/2024

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
100 - Fire, other	1
111 - Building fire	3
321 - EMS call, excluding vehicle accident with injury	37
322 - Motor vehicle accident with injuries	4
324 - Motor vehicle accident with no injuries.	1
424 - Carbon monoxide incident	1
520 - Water problem, other	1
554 - Assist invalid	2
600 - Good intent call, other	1
651 - Smoke scare, odor of smoke	2
700 - False alarm or false call, other	1
743 - Smoke detector activation, no fire - unintentional	1

Incidents for 1 - Station 1: 55

Only REVIEWED incidents included.



Candia Fire Rescue

Candia, NH

This report was generated on 1/6/2025 12:32:47 PM



Incident Statistics

Zone(s): All Zones | Start Date: 01/01/2024 | End Date: 12/31/2024

INCIDENT COUNT			
INCIDENT TYPE		# INCIDENTS	
EMS		400	
FIRE		218	
TOTAL		618	
TOTAL TRANSPORTS (N2 and N3)			
APPARATUS	# of APPARATUS TRANSPORTS	# of PATIENT TRANSPORTS	TOTAL # of PATIENT CONTACTS
TOTAL			
PRE-INCIDENT VALUE		LOSSES	
\$5,773,500.00		\$771,500.00	
CO CHECKS			
424 - Carbon monoxide incident		6	
736 - CO detector activation due to malfunction		3	
TOTAL		9	
MUTUAL AID			
Aid Type		Total	
Aid Given		123	
Aid Received		54	
OVERLAPPING CALLS			
# OVERLAPPING		% OVERLAPPING	
79		12.78	
LIGHTS AND SIREN - AVERAGE RESPONSE TIME (Dispatch to Arrival)			
Station	EMS	FIRE	
Station 1	0:09:07	0:09:56	
AVERAGE FOR ALL CALLS		0:09:34	
LIGHTS AND SIREN - AVERAGE TURNOUT TIME (Dispatch to Enroute)			
Station	EMS	FIRE	
Station 1	0:04:04	0:03:23	
AVERAGE FOR ALL CALLS		0:03:59	
AGENCY		AVERAGE TIME ON SCENE (MM:SS)	
Candia Fire Rescue		26:49	

Only Reviewed Incidents included. EMS for Incident counts includes only 300 to 399 Incident Types. All other incident types are counted as FIRE. CO Checks only includes Incident Types: 424, 736 and 734. # Apparatus Transports = # of incidents where apparatus transported. # Patient Transports = All patients transported by EMS. # Patient Contacts = # of PCR contacted by apparatus. This report now returns both NEMSIS 2 & 3 data as appropriate. For overlapping calls that span over multiple days, total per month will not equal Total count for year.

Candia Fire Rescue

Candia, NH

This report was generated on 1/6/2025 12:31:11 PM

**Incident Type Count per Station for Date Range**

Start Date: 01/01/2024 | End Date: 12/31/2024

INCIDENT TYPE	# INCIDENTS
Station: 1 - STATION 1	
100 - Fire, other	2
111 - Building fire	11
116 - Fuel burner/boiler malfunction, fire confined	1
130 - Mobile property (vehicle) fire, other	1
131 - Passenger vehicle fire	2
132 - Road freight or transport vehicle fire	1
141 - Forest, woods or wildland fire	3
142 - Brush or brush-and-grass mixture fire	9
160 - Special outside fire, other	4
161 - Outside storage fire	1
162 - Outside equipment fire	2
163 - Outside gas or vapor combustion explosion	1
200 - Overpressure rupture, explosion, overheat other	1
320 - Emergency medical service, other	1
321 - EMS call, excluding vehicle accident with injury	324
322 - Motor vehicle accident with injuries	34
324 - Motor vehicle accident with no injuries.	34
341 - Search for person on land	1
352 - Extrication of victim(s) from vehicle	1
381 - Rescue or EMS standby	5
400 - Hazardous condition, other	4
411 - Gasoline or other flammable liquid spill	1
412 - Gas leak (natural gas or LPG)	1
424 - Carbon monoxide incident	6
440 - Electrical wiring/equipment problem, other	3
441 - Heat from short circuit (wiring), defective/worn	1
444 - Power line down	13
445 - Arcing, shorted electrical equipment	1
500 - Service Call, other	4
511 - Lock-out	2
520 - Water problem, other	2
522 - Water or steam leak	1
531 - Smoke or odor removal	3
551 - Assist police or other governmental agency	2
553 - Public service	6
554 - Assist invalid	8

Only REVIEWED incidents included.



emergencyreporting.com

Doc Id: 857

Page # 1 of 2

INCIDENT TYPE	# INCIDENTS
561 - Unauthorized burning	3
571 - Cover assignment, standby, moveup	2
600 - Good intent call, other	14
611 - Dispatched & cancelled en route	62
622 - No incident found on arrival at dispatch address	1
651 - Smoke scare, odor of smoke	6
671 - HazMat release investigation w/no HazMat	1
700 - False alarm or false call, other	3
731 - Sprinkler activation due to malfunction	1
733 - Smoke detector activation due to malfunction	4
734 - Heat detector activation due to malfunction	1
735 - Alarm system sounded due to malfunction	1
736 - CO detector activation due to malfunction	3
740 - Unintentional transmission of alarm, other	1
743 - Smoke detector activation, no fire - unintentional	9
744 - Detector activation, no fire - unintentional	1
745 - Alarm system activation, no fire - unintentional	5
800 - Severe weather or natural disaster, other	3

Incidents for 1 - Station 1: 618

Only REVIEWED incidents included.



Building Department		
Permits Issued	December 2024	December 2023
Bed Bottom	1	2
Bldg Permit	1	
Burner		
Commerial		1
Deck		1
Demo	1	
Driveway	1	
Electrical	4	8
Foundation Only	4	1
Gas		13
Gas Piping	3	
Generator	2	4
Manuf Home	2	
Mechanical	1	2
Oil Tank		
Pellet/Wood Stove		
Place of Assembly		1
Plumbing	3	1
Pool		
Propane Tank	7	
Renewals		
Repair	4	1
Residential Addition		
Residential One Family		
Residential Remodel		
Temp Occupancy	1	
Shed		1
Solar	3	5
Use		1
TOTAL PERMITS	38	42
INSPECTIONS	62	55
	(7 failed)	(2 failed)
December Revenue	\$ 6,044	\$ 4,820
YTD Revenue	\$ 91,210	\$ 87,766
Impact Fees	\$ -	

December 2024

Candia Recycling Center Monthly Report

	<u>December 2023</u>	<u>December 2024</u>
M.S.W. (Trash)	66.41 tons	72.83 tons
C&D Debris	30.90 tons	32.96 tons
Total waste	97.31 tons	105.79 tons

Recyclables

	<u>December 2023</u>	<u>December 2024</u>
Mix Paper	12 bales = 9.34 ton	12 bales – 8.44 tons
Cardboard	12 bales = 8.66 ton	9 bales = 6.47 tons
#1 - #7 plastics	4 bales = 2.50 ton	2 bales = 1.24 tons
Alum. Cans	2 bales = 1.33 ton	2 bales =1.16 tons
Tin Cans	0	2 bales = 1,44 tons
#2 natural plastic	1 bale = .37 ton	1 bale = .41 tons
Total bales	31 bales = 22.20 tons	28 bales =19.16 tons
Glass -	0	1 haul = 10.69 tons
Total weight	22.20 tons	29.85 tons

Revenue

December 2023

December 2024

\$7,485.34*

\$2768.85*

2023 YTD – \$75,482.22*

2024 YTD - \$90,265.64*

On 12/3 we had approx.**1500** gallons of waste oil removed.

On 12/3 there was one load of lightiron recycled and marketed, approx. **7.30** tons generated **\$657** in revenue.

On 12/6 there were **30** freon units evacuated.

On 12/6 one load of cardboard was recycled and marketed, **22.23** tons generated **\$2111.85** in revenue.

On 12/13 one load of mix paper was recycled and marketed, which ~~still has not been processed at the mill.~~

On 12/13 we had a mixed load of electronics sent out and recycled.

*not all revenue has been received and processed



CANDIA FIRE DEPARTMENT

11 Deerfield Road
Candia, NH 03034

Phone 603.483.2202 – Fax 603.483.2311



December 10, 2024

Mr. Brien Brock
Chairman, Board of Selectmen
Town of Candia
74 High Street Candia, NH 03034

Re: Recommendation for Appointment to the Candia Volunteer Fire Department

Dear Chairman,

It is my pleasure as Fire Chief of the Town of Candia Volunteer Fire Department to provide you with the name of an individual who I recommend for appointment to the Department. This individual has demonstrated a strong commitment to providing professional level emergency services to the Town of Candia and I offer this recommendation without reservation.

The person recommended has submitted background information attesting to their individual skill level and has agreed to attain and maintain at least a minimum level of professional certification consistent with the needs of the Department. This applicant has also provided information as to their character. Paperwork has been submitted to the State and is pending for motor vehicle reports, insurance coverage through NHSFA and a criminal background investigation conducted by the Candia Police Department and the State Police.

I would request this appointment be made effective December 16, 2024 .

Richard Layne
893 High Street
Candia, NH 03034

Again, I am pleased to recommend this individual for appointment. If you have any questions, please feel free to contact me at 603-703-7155 (cell).

Sincerely,

A handwritten signature in cursive script that reads "Dean M. Young".

Dean Young, Fire Chief

CC: Personnel file



CANDIA FIRE DEPARTMENT

11 Deerfield Road

Candia, NH 03034

Phone 603.483.2202 – Fax 603.483.2311



December 10, 2024

Mr. Brien Brock
Chairman, Board of Selectmen
Town of Candia
74 High Street Candia, NH 03034

Re: Recommendation for Appointment to the Candia Volunteer Fire Department

Dear Chairman,

It is my pleasure as Fire Chief of the Town of Candia Volunteer Fire Department to provide you with the name of an individual who I recommend for appointment to the Department. This individual has demonstrated a strong commitment to providing professional level emergency services to the Town of Candia and I offer this recommendation without reservation.

The person recommended has submitted background information attesting to their individual skill level and has agreed to attain and maintain at least a minimum level of professional certification consistent with the needs of the Department. This applicant has also provided information as to their character. Paperwork has been submitted to the State and is pending for motor vehicle reports, insurance coverage through NHSFA and a criminal background investigation conducted by the Candia Police Department and the State Police.

I would request this appointment be made effective December 16, 2024 .

Taylor Holzshu
577 Raymond Road
Candia, NH 03034

Again, I am pleased to recommend this individual for appointment. If you have any questions, please feel free to contact me at 603-703-7155 (cell).

Sincerely,

Dean Young, Fire Chief

CC: Personnel file



CANDIA FIRE DEPARTMENT

11 Deerfield Road
Candia, NH 03034
Phone 603.483.2202 – Fax 603.483.2311



December 10, 2024

Mr. Brien Brock
Chairman, Board of Selectmen
Town of Candia
74 High Street Candia, NH 03034

Re: Recommendation for Appointment to the Candia Volunteer Fire Department

Dear Chairman,

It is my pleasure as Fire Chief of the Town of Candia Volunteer Fire Department to provide you with the name of an individual who I recommend for appointment to the Department. This individual has demonstrated a strong commitment to providing professional level emergency services to the Town of Candia and I offer this recommendation without reservation.

The person recommended has submitted background information attesting to their individual skill level and has agreed to attain and maintain at least a minimum level of professional certification consistent with the needs of the Department. This applicant has also provided information as to their character. Paperwork has been submitted to the State and is pending for motor vehicle reports, insurance coverage through NHSFA and a criminal background investigation conducted by the Candia Police Department and the State Police.

I would request this appointment be made effective December 16, 2024 .

Hannah Barton
57 Hoit Road
Concord, NH 03301

Again, I am pleased to recommend this individual for appointment. If you have any questions, please feel free to contact me at 603-703-7155 (cell).

Sincerely,

Dean Young, Fire Chief

CC: Personnel file

Memo

To: Andria Hansen, Town Administrator
From: Kim Hughes, Payroll & Accounting Specialist
Date: 01/02/2025
Re: 2025 IRS Standard Mileage Rate

The IRS has announced the standard mileage rate for 2025.

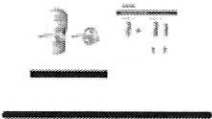
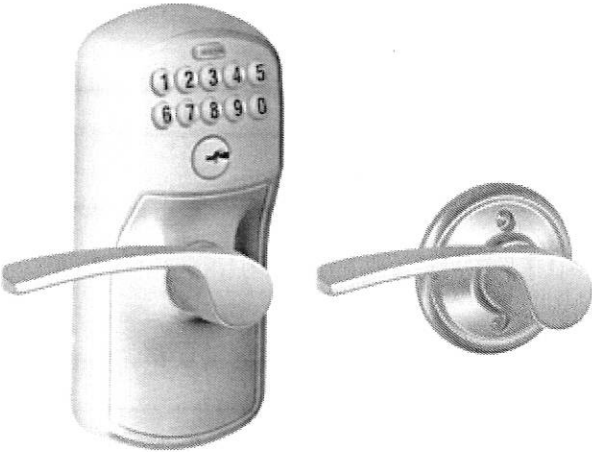
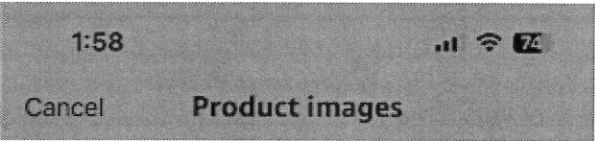
Effective January 1, 2025, the standard mileage rate for the use of a car, van, pickup and panel truck is 70 cents per mile, up 3.0 cents from 67 cents in 2024. These rates apply to electric and hybrid-electric automobiles as well as gasoline and diesel-powered vehicles.

Kindly advise as to which rate, 70 cents or 67 cents, the Board of Selectmen authorizes for mileage reimbursement to Town employees for the year 2025.

Thank you!

Andria Hansen

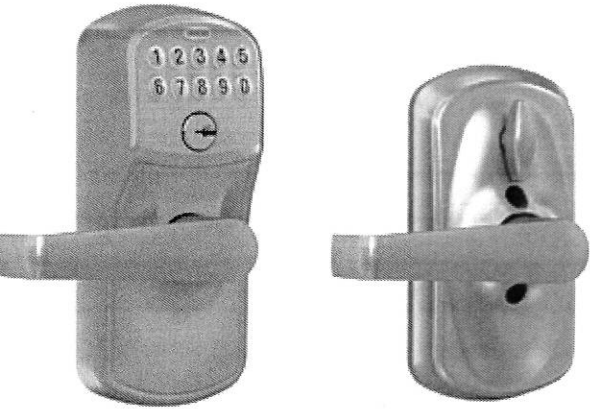
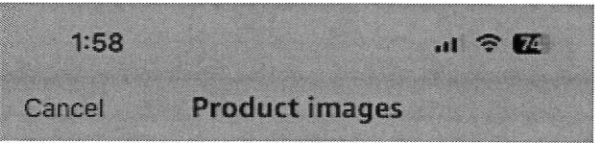
From: rsdcarpentry@comcast.net
Sent: Monday, January 13, 2025 2:03 PM
To: Andria Hansen
Subject: Locks



Sent from my iPhone

Andria Hansen

From: rsdcarpentry@comcast.net
Sent: Monday, January 13, 2025 2:04 PM
To: Andria Hansen
Subject: Locks



Sent from my iPhone

Andria Hansen

From: Kim Hughes
Sent: Monday, January 6, 2025 3:03 PM
To: Andria Hansen
Subject: NH Retirement for Group I members

Hi Andria,

I spoke with NHRS (Tamrae) about the process of adding Group I (non-police, non-fire employees) to the NH Retirement program. It's a multifaceted process and she will email me the forms required for the BOS to complete.

In a nutshell, the process is:

1. The Board will complete an enrollment form and vote to accept Group I employees into the NH Retirement system, in a public meeting. BOS meeting minutes noting the motion must be attached to the NHRS document.
2. This form is remitted to the Audit team at NHRS who in turn schedules the request to be reviewed by the Board of Trustees. The Trustees meet every other month and require a 60-day notice to be placed on the agenda.
3. Once a decision is made, the BOS will be notified.
4. The employer contribution rate is 13.53% of an employee's eligible earnings, compared to up to 2.5% of earnings now through the 457-plan offered by Mission Square.
5. The employee contribution rate is a straight 7%. Mission Square is flexible per the employee's request.

Please let me know if there is any other information I can provide.

Thank you,

Kim

Kimberly K. Hughes
Payroll & Accounting Specialist
Town of Candia
74 High Street
Candia, NH 03034
(603) 483-8101 x201
Hours: Mon, Tues, Wed 8 a.m. to 5 p.m.
Thurs 8 a.m. to 4 p.m., Closed Fridays

Kimberly K. Hughes
PO Box 186
Newton Junction, NH 03859

January 6, 2025

Town of Candia
74 High Street
Candia, NH 03034

Dear Andria,

Please accept this letter as formal notification of my resignation from my position as Payroll & Accounting Specialist at the Town of Candia, effective Thursday, February 6, 2025.

After careful consideration, I have decided to step down due to a recent health diagnosis that requires my full attention and priority.

I have greatly valued my time working for the Town and appreciate the opportunities and experiences I have gained. This decision was not made lightly and it comes after careful consideration and consultation with my healthcare providers.

I am committed to making the transition process as smooth as possible and will ensure that all my responsibilities are complete before my departure. Please let me know if there is anything else I can do to assist with the transition.

Sincerely,

A handwritten signature in cursive script, reading "Kimberly K. Hughes".

Kimberly K. Hughes

LOOK
PLEASE READ

REB

542

JAN - 6 2025

JAN - 3 2025

LOOK
PLEASE READ
BE

January 3, 2025

Dear Chairman Brock,

I am writing to inform you that I have decided to resign from my position as Town Administrator for the Town of Candia. My last day will be January 16th.

I wanted to take this opportunity to thank you and the Board for the valuable experience and support provided during my time at Candia. It has been an honor to work with such a talented and dedicated group of people.

I am committed to ensuring a smooth transition and am willing to assist with this process in any way I can. Please let me know how I can best support the Board and staff during this time.

Sincerely,

Andria Hansen

Andria Hansen



Important Dates for Local Officials 2025 SB2 MARCH TOWN MEETING CALENDAR

Saturday January 18, 2025

Last day to notify affected landowners if town meeting warrant contains an article to discontinue a highway if the First Session is to be held on February 1. Notice must be given no later than 14 days before First Session. [RSA 231:43; 40:13, III]

Tuesday, January 21, 2025

Supervisors must hold a session from 7 to 7:30 p.m. to correct the checklist on the day before opening of candidate filing period. [RSA 669:5; 654:27]

Wednesday, January 22, 2025

First day for candidates in towns with non-partisan official ballot system to file declarations of candidacy with town clerk. [RSA 669:19; 652:20; 40:13, VII]

Thursday, January 23, 2025

Last day for the official budget committee (if adopted in the town) to deliver copies of the final budget and recommendations to the governing body. [RSA 32:16, IV; 40:13, II-a(c)]

Monday, January 27, 2025

Last day for planning board to hold final public hearing on adoption or amendment of zoning ordinance, historic district ordinance or building code. **[NOTE: Any proposed ordinance or amendment must be included in warrant, which must be posted today. For this reason, it is strongly recommended that the final hearing be held before this date.]** Planning board must also determine final form. An official copy of any final proposal must be placed on file in the town clerk's office not later than the fifth Tuesday before town meeting (town meeting is March 11, the fifth Tuesday before is February 4). [RSA 675:3]

Monday, January 27, 2025

Last day for select board to post warrant and budget at all polling places and at clerk's office or town hall. Warrant shall state place, day and hour for each of the two separate sessions. For the Second Session, the warrant shall also state the hour of the election, hour polls open and close, and which items are to be voted on by ballot. [RSA 39:2; 39:5; 40:13, II and II-a (d)]

Friday, January 31, 2025

Last day for filing declaration of candidacy with town clerk in towns with non-partisan official ballot system. Town clerk's office must be open at least from 3 to 5 p.m. [RSA 669:19; 652:20; 40:13, VII]

Friday, January 31, 2025

Last day for party caucus to nominate candidates for town office in towns using partisan system. [RSA 669:39; 40:13, VII]

ARTICLE 2.

To see if the Town will vote to raise and appropriate as an Operating Budget, this operating budget warrant article does not include appropriations by special warrant articles and other appropriations vote separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,205,989**. Should this article be defeated, the default budget shall be **\$4,039,354** which is the same as last year, with certain adjustments required by previous action of the Town of Candia or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)

ARTICLE 3.

To see if the Town will vote to raise and appropriate the sum of One Hundred Sixty-Five Thousand, One Hundred Fifty dollars (**\$165,150**) for the operating expenses of the **Smyth Public Library**. Funds are to be expended under the direction of the Smyth Public Library Association.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)

ARTICLE 4.

To see if the town will vote to raise and appropriate the sum of Twenty-Seven Thousand Five Hundred dollars (**\$27,500**) to the **Candia Youth Athletic Association** for the specific expenses of providing youth recreation programs to the children of Candia. Said expenses to be expended under the direction of the Candia Youth Athletic Association Board of Directors in accordance with the approved budgets. (Submitted by petition)

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)

ARTICLE 5.

To see if the Town will vote to raise and appropriate the sum of Thirty Thousand Dollars (**\$30,000**) to be deposited into the existing **Recycle Center Equipment and Capital Improvement Capital Reserve Fund** under the provisions of RSA 35:1 adopted at the March 2017 Town Meeting, for the purpose of funding major capital improvements in the Recycling Center and the replacement of equipment used at the Center with the Selectmen appointed as agents.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)

ARTICLE 6.

To see if the Town will vote to raise and appropriate the sum of One Hundred Fifty Thousand Dollars (**\$150,000**) for **Excess Winter Road Maintenance**, these funds will not be used unless the operating winter maintenance funds are exhausted. This sum to come from the undesignated fund balance. No amount to be raised from taxation. This will be a non-transferable appropriation.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)

ARTICLE 7.

To see if the town will vote to raise and appropriate the sum of Two Hundred Thousand Dollars (**\$200,000**) for the reconstruction of **North Road** starting from Route 43 and heading West. Said funds to be expended under the direction of the Board of Selectmen.

(Recommended by the Board of Selectmen by a vote of 5-0-0)

(Recommended by the Budget Committee by a vote of 0-0-0)