

APPROVED
Candia's Virtual Selectmen's Public Session Minutes
January 26, 2026, 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 Boyd Chivers, Selectman Stephanie Helmig, Selectman Susan Young and Town Administrator Amy Spencer.

Selectman Young questioned the old ACO's (Animal Control Officer) vehicle. Selectman Moran said the request is not specifically for the Fire Department. It is being considered to have as a Command Vehicle and it will have the necessary documentation. Selectman Young said they cannot do it. We said right here that we are not going to do that. It has to be sold for \$800. Selectman Moran said they are not talking about the ACO's vehicle, this is a separate transaction. The ACO vehicle is gone because it was not useable for the Town. Chair Brock said it was sold, therefore all we have is our Officers fleet that we are running. Selectman Moran said the Police Department will be receiving 2 new cruisers. Chair Brock said one of them they purchased and the other one was encumbered. Selectman Moran said for their oldest Police vehicle, Chief Shevlin would like to designate it as a Command Vehicle, it will not be specifically for the Fire Department or the Police Department, but for Emergency Management, and it will have everything they will need. It is typical to have a Command Vehicle so that whoever is on site and in control for any emergency to have separate communications.

Selectman Chivers said he thought they had approved this in their last meeting. Selectman Helmig said no, it was discussed between whoever is in charge or working a scene. Example: If Fire Chief Kelley was at a call and putting out a fire, and Police Chief Shevlin was in the Emergency Management vehicle to record everything. Selectman Moran said if a fire goes to second or third alarm, they would need to have that Command Vehicle which is handling all of that communication and dispatching on the scene. Chair Brock asked if that is still a request or is it something the Board has already agreed to do? Selectman Helmig said the Board had decided to discuss it at their next meeting when the Police Chief will be present. Selectman Young said Chief Kelley wants a second vehicle for a command vehicle she guesses but does not know for sure. Selectman Moran said Chief Kelley's first vehicle is for transportation such as training and things like that, is what he understands. Selectman Young said that the trainings are usually held here. Selectman Moran said there are some meetings that are at the State level. Chair Brock asked if the Police Chief's Command Vehicle satisfies what Chief Kelley has requested? There was a discussion of who was asking for a Command Vehicle.

Police Shevlin came before the Board and clarified by stating Fire Chief Kelley did not request a Command Vehicle. It is whatever the Board decides what they want to do with it. They were talking about using it as a Command Vehicle because it is all suited up, and all they would need to do is to replace the blue lights with red lights. The other vehicle that Chief Kelley took last year is used for the ambulance crew, but there is no Command Vehicle to go out to a fire such as when a duty officer shows up, when the engine is up they would take that vehicle to the scene, and it would hold all of their boards and everything necessary in it to help them. This vehicle would go under the Fire Department's purview if they decide to send it there. Right now it is the Police Department's car and it is under his control. Chair Brock asked if it could continue to be maintained by him as a Command Vehicle? Chief Shevlin said he does not need it because he has his vehicle, 3 patrol cars and a detail

car. Chair Brock said if one of our Officers shows up to an incident, why do they need this other vehicle? To him it is another vehicle that will sit on the lot and it will not run when you want it to, and these vehicles need to run all the time. Chief Shevlin said that is the problem that he ran into with the old ACO vehicle. Selectman Helmig asked if there is a fire and we need someone to manage it, do they not have a vehicle that is equipped for it? Chair Brock said no, however one of the Police Officers will show up. Chief Shevlin said he can put a board in his vehicle, because he is the Deputy Emergency Management Director. Anything like that he would be showing up to the scene anyways. Chair Brock said he feels this is very expensive and a lot to maintain for little use. Chief Shevlin said the problem is this vehicle is a 2017 model, therefore it has some years on it, so they could sell it and receive money for it. Chair Brock said he thinks it is a wonderful idea to have for a bigger town, but he does not believe they will need it. They have a full Police Department now, and if one of their Officers cannot show up at an incident to help out then something is wrong. Chief Shevlin said he was just looking for a way to repurpose the vehicle. Chair Brock said to sell it in order to get some money for it. Chief Shevlin said they may not receive their new vehicles until March, therefore they will wait until the new ones are here before selling it as they still need to use it. The Board verbally agreed to wait to make a decision to do anything until the new vehicles arrive. Selectman Helmig said to clarify their discussion, that this was not a Fire Department request for the vehicle. Chief Shevlin added that it was only a discussion they had.

Approval of Minutes: Public session minutes of January 12, 2026. Selectman Young said on line 164, the stipend is for \$2,000 etc., as they had discussed it all before and it is not. Town Administrator Spencer said that was her error. Selectman Young said it says discussion ensued, and it does not clarify. Chair Brock asked what she would like written. Selectman Young said that it was determined there is no stipend paid for the Emergency Management positions

Motion: Selectman Chivers made a motion to approve the January 12, 2026, Public Session Minutes as amended. Selectman Moran seconded. All in favor, Chair Brock abstained. Motion carried by a vote of (4-0-1).

OLD BUSINESS:

COLA: Selectman Chivers said in their last meeting the Board discussed paying the employees COLA as of January 1st, 2026, vs. after Town Voting in March. Selectman Young had asked what the impact would be and if they could afford to pay it in the first few months of the year. Selectman Chivers said the COLA proposed for 2026 will increase our quarterly payroll by \$12,652. Selectman Young asked what the current process is for paying the COLA. Chair Brock said some of the past years it has been paid out on January 1st. Selectman Moran said in the end, it all becomes a wash because we are paying it for 4 quarters, and we are only advancing the quarter. Selectman Young said if they do not get the operating budget and go to default, we cannot include this COLA. Selectman Chivers said they could, but something else will need to be given up for \$12,000. He feels they should make a commitment to paying the COLA regardless of what happens. This would total approximately \$50,000 a year. Chair Brock asked the Board what they would like to do. Selectman Chivers said to give favorable consideration to retroactively add in the proposed COLA adjustments to the wages paid thus far this year, and after the first full paid period in January. Selectman Young asked if this includes employees that need to work 35 hours a week instead of 32 hours a week? Selectman Chivers said he went according to the payroll in 2025 annually, therefore he is not sure how many employees are affected in that poll. Selectman Young said she thought they had \$82,000 left? Town Administrator Spencer

said she did not know how much there was currently, but agreed it was tight. Selectman Young said she knows it is not much, but she would rather push to getting their budget approved. Selectman Moran said it could be a \$50,000 hit, and then you do not get your budget. Selectman Helmig questioned if the Main Street Condos are paying the full tax at the moment? Chair Brock said no. Selectman Helmig said if people move in June, when will they see that revenue? Chair Brock said at the last tax billing cycle in December, and it will only be a partial billing. Selectman Helmig said if the warrant article passes, all the ambulance revenue will be going to the General Fund, and we recently increased our ambulance fees so that we will be receiving more revenue in that way. Selectman Moran asked if we were to receive a default budget, does this COLA then become part of the default the next year? If they put this in for 2026, the 2027 budget goes default and this amount is part of that default. Selectman Chivers said that is correct, because they built this into the 2026 budget. Selectman Moran said it could hurt us every year, if their budget does not pass. Selectman Young said she wants to give the employees whatever they can and believes the Board feels that way, also it is just they were a little to zealous this past year. Selectman Moran said it should just run from quarter 2, 3, 4, and 1. They get the first quarter, but in the following year. Selectman Helmig said the employees will miss out on the earning for January, February and March this year. Selectman Chivers said that he understands what they are saying by having a different fiscal year for the COLA. Selectman Helmig said they could wait until the election and then if it fails they could vote in a different percentage increase, because they deserve something. If it passes they could retroactive it. Selectman Chivers said they should wait for another 6 weeks, and if the operating budget passes we will pay them retroactively as of January 1st. Selectman Moran said this is actually how they are paid now, and we should stick with it.

MOTION: Selectman Helmig made a motion to wait until March 2026 to pay the COLA to the employees, and if the full budget passes then they will retroactive it. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of (5-0-0).

OTHER BUSINESS:

Right to Know Policy: Town Administrator Spencer said they currently do not have an official policy for Right to Know requests and she feels it would be a good idea to have one.

Selectman Young said they have always used the State's Guidelines for a Right to Know request, why would they need a policy? Town Administrator Spencer said for people to refer to it if they have questions on how we handle them. Selectman Young asked how will the Selectmen know who is requesting a Right To Know request? Chair Brock said the Board will not know. Town Administrator Spencer said there are many requests received that they do not know who is requesting them. Sometimes they do know, but some requests come in by email, and they do not always know who they are. Selectman Chivers said it also states that there are fees that we charge for ordering the Right To Know requests. Town Administrator Spencer said the charge amount is for each page. Selectman Young said she did not think they could charge a fee. Town Administrator Spencer said they can charge fees and they must have a sealed USB flash drive for the information to be transferred on to.

The Board went over the list of which Selectman will be making the motions on each warrant article at the Deliberative Session.

Public Input: None noted.

6:59 pm - Selectman Chivers made a motion to adjourn the meeting. Seconded by Selectman Moran. All in favor. Motion carried by a vote of (5-0-0).

Candia Selectmen's Public Meeting Minutes of 1/26/2026

Linda Chandonnet
Recording Secretary