

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes  
January 8th, 2024, 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 Russ Dann, Selectman Susan Young (arrived at 6:37pm) and Town Administrator Andria Hansen.

**PUBLIC HEARING: Opened at 6:32pm**

**Chair Brock stated this Public Hearing is for two grants as Notice is hereby given in accordance with RSA 31:95-b, the Candia Board of Selectmen will hold a public hearing on Monday, January 8th, 2024, at 6:30 p.m. regarding the Town's acceptance of an unanticipated State Highway Block Grant in the amount of \$33,059.48 and Bridge Aid Funds in the amount of \$19,576.74 in accordance with House Bill 2.**

Selectman Chivers explained that he emailed the engineer from the State of NH, and is waiting to hear back on whether the Bridge Block Grant funds may be used on box culverts. There is a box culvert on North Road they would like to replace and if they could start saving some money and apply it to that project.

**Motion: Selectmen Chivers made a motion to accept the Bridge Aid Grant in the amount of \$19,576.74. Selectman Dann seconded. All in favor. Motion carried by a vote of (4-0-0).**

**Motion: Selectmen Chivers made a motion to accept the State Highway Block Grant in the amount of \$33,059.48. Selectman Moran seconded. Discussion opened. Chair Brock asked if there were restrictions. Road Agent Wuebbolt said, it is for road work, and it is similar to the one they received last year. He did not know they were making multiple installment payments. He said they could apply it to the same project. Discussion ended. All in favor. Motion carried by a vote of (4-0-0).**

**Public Comments: Mr. Snow (resident) asked if this was the same one as the Highway Bridge Grant by Deerfield Road? Chair Brock confirmed that it is not specific to that and it is for any general bridge work.**

**PUBLIC HEARING: Closed at 6:36pm**

**Approval of Minutes:**

Public session minutes of December 11, 2023. None noted.

**Motion: Selectmen Moran made a motion to approve the December 11, 2023, Public Session Minutes as presented. Selectman Young seconded. Selectman Dann abstained. Motion carried by a vote of (4-0-1).**

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

**Road Agent:** Road Agent J. Wuebbolt read the report and gave updates of the recent rainstorm. They did send a report to the State of N.H. Homeland Security. He is still waiting to hear about what FEMA is going to decide on regarding reimbursement for the recent rainstorm.

**Fire Department:** Selectman Chivers read the reports and gave an update.

Road Agent Wuebbolt thanked the Police and Fire Departments for all their work in the recent rainstorm by helping when the road crews were fixing the road washouts and assisted them in taking control by setting up cones keeping the scenes safe and how they were a great help for him.

**Building:** Selectman Moran read the report.

**Solid Waste Department:** Selectman Dann read the reports and gave an update. He said they are looking into keeping two trailers located on Bleven's property, that are available to use as storage for the Recycle Center. It could store a large amount of items and keep them dry until they are transferred.

**Budget:** Selectman Young stated the Budget Committee will be having a meeting on Wednesday, January 10<sup>th</sup>, 2024, and it will be the final approval for the 2024 Proposed Budget. She is forwarding a sample sheet the they might want to use, it will take all the operating budget and warrant articles and state how much it is per thousand for every household. This will show the voting a breakdown and people will show what they are voting for.

Selectman Young said she found out that the School is not included in the Impact Fees. Chair Brock revealed that they are working on that. Selectman Young asked when they will start to receive these Impact Fees? Chair Brock said they are getting close to being completed.

**Other:** Chair Brock stated the Planning Board is now working on the Zoning Amendments. They do not have any major plans or site plans going on right now. They are wrapping up the CIP and are working with Bryan Ruoff from Stantec. He confirmed they are currently working on clarifying the Impact Fees.

Chair Brock stated the three warrant articles the Planning Board was going to add in has been scratched off, regarding the slope because it still needs additional work done to it. The Town Engineer has some discrepancies on the language and the Committee decided to table this. The other two were petition warrant articles are to limit the Planning Board from granting conditional use permits. The Planning Board did not agree with the two petition warrant articles. He explained that if an applicant came in and the Planning Board told them no, the applicant could just go to the Land and Appeals Court and most likely they could get it.

## **NEW BUSINESS**

### **Allocate Police Cruise to the Fire Department:**

The Board received a letter from Captain/Paramedic Michael Kelley, regarding the older Ford Explorer Police Cruiser to be transferred to the Fire Department to use for non-emergency service calls and daily operations. See attached letter.

**Motion: Selectmen Chivers made a motion to authorize the older Ford Explorer Police Cruiser to be assigned to the Fire Department. Selectman Moran seconded. Motion carried by a vote of (5-0-0).**

**Police Department:** Chief McGillen read his report and gave an update. They are currently interviewing candidates for the open Police Officer positions.

**Forestry Grant:** Town Administrator Hansen announced the Candia Fire Department has been awarded the 2024 Volunteer Fire Assistance Funds through the Department of Natural & Cultural Resources. The Board will need to authorize Chair Brock to enter into contracts and agreements on behalf of the town.

**Motion: Selectmen Young made a motion to authorize Chair Brock to sign into contracts and agreements on behalf of the Town for the 2024 Volunteer Fire Assistance Funds. Selectman Dann seconded. Motion carried by a vote of (5-0-0).**

**Mileage Rate Increase:** Town Administrator Hansen stated the IRS has increased the standard mileage reimbursement rate effective January 1<sup>st</sup>, 2024 for 67 cents per mile. See attached.

**Motion: Selectmen Chivers made a motion to approve the 67 cents per mile increase for the standard mileage reimbursement rate effective 1/1/2024. Selectman Dann seconded. Motion carried by a vote of (5-0-0).**

**OLD BUSINESS:**

**Finance Department Assistant:** Town Administrator Hansen stated Melissa Madden was hired in December as a temporary part-time employee for Finance Office Assistant position. She has been working out great and at this time they would like her to be hired permanently for this position.

**MOTION: Selectman Young made a motion to approve hiring Melissa Madden as a part-time permanent employee for the Finance Office Assistant position. Selectman Dann seconded. All in favor. Motion carried by a vote of (5-0-0).**

**Petition Warrant Article:** Town Administrator Hansen stated Dick Snow (resident) presented the Board with a petitioned warrant article regarding the property on the Rail Trail located off Donovan Road. To see if the town will vote to authorize the Selectmen to transfer the management and responsibility for the town-owned properties, for the Candia Conservation Commission to oversee. This is a conservation follow up from 2015 as Mr. Snow said he did not include all 4 of them. It was amended at the Deliberative Session because the Town Attorney had said they wanted to let the Selectmen be able to recall it after 3 years. Town Administrator Hansen stated it will be added on to the 2024 Ballot. See attached.

**Warrant Article:** Chair Brock talked to the Board about possibly adding in a warrant article that changes the Budget Committee to advisory only. He noted that their role would be the same and can continue to make good arguments on where something should be changed, however it still comes back to the Selectmen as it is their budget. They can make recommendations to the Board of Selectmen however it is still the Selectmen's budget. He asked the Board to think about it and they can have a discussion at their next meeting. Discussion ensued.

**Calendar:**

- The Town Hall Offices will be closed on Monday, January 15<sup>th</sup>, 2024 - Martin Luther King Day
- Public Hearing for the Police Bond – Tuesday, January 16<sup>th</sup> @ 5:30pm
- Next Board of Selectman's Meeting on Monday, January 22<sup>nd</sup>, 2024 @ 6:30pm
- Presidential Primary – Tuesday, January 23, 2024

The Selectmen discussed the scheduled times they would be attending for the Presidential Primary.

Selectman Dann mentioned having hand outs for future Police Department regarding the warrant article and possibly meet with Chief McGillen for anyone interested in coming to listen or to talk about it.

**Public Input:** None

**7:27pm 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.**

Linda Chandonnet  
Recording Secretary