

~~Unapproved~~Approved
Candia Selectmen's Public Meeting Minutes
Monday March 26, 2012

Attendance: Chairman Joe Duarte, Vice-Chair Richard Snow, Selectman Fred Kelley, Selectman Amanda Soares, Selectman David DePuy, Selectmen's Assistant Cheryl Eastman, and Administrative Assistant Andria Hansen.

6:50 p.m. Elected Officials Swearing-in Ceremony: Town Clerk Chris Dupere swore in the newly elected and the reelected officials that were in attendance.

7:00 p.m. Chairman Kelley called the Public Meeting to order and immediately followed with the Pledge of Allegiance.

The Board will discuss assignments of departments and address Chairmanship.

Chairman: Selectman Soares motioned to keep Fred Kelley as Chairman since he has the experience. Seconded by Chairman Kelley. Chairman Kelley and Selectman Soares were in favor. Selectman Snow, Selectman Duarte, and Selectman DePuy were opposed. Motion failed on a vote of 3 to 2. Selectman Snow nominated Selectman Duarte as Chairman. He thought it would make an excellent opportunity for the last year of his second term. He has a lot of experience and he would make an excellent Chairman. Seconded by Selectman DePuy. Selectman Soares said she had a problem with this. She has a problem with somebody that said that the State is far more important than this job. He hasn't shown up for two budget meetings when the Board decided the budget. In addition, she has sat next to him and many times has reeked of alcohol. Selectman Duarte stated that is a total lie and falsehood. He felt she was putting up a big show this evening, because she is going to lose her way. Selectman Soares replied she wasn't putting up a big show she was just stating facts. Chairman Kelley agreed with Selectman Soares, because at a Selectmen's meeting Selectman Duarte said his number one priority is the State and not the Town. This was upsetting to him because he felt Selectman Duarte's priority should be the Town. There is a lot to being the Chairman of the Board of Selectmen. Chairman Kelley called for a vote. Selectman Snow, Selectman Duarte, and Selectman DePuy were in favor. Chairman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. **Vice-Chair:** Chairman Duarte motioned to make Selectman Snow Vice-Chair. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, and Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. **Budget Committee:** Selectman Soares said she would like to be Selectmen's Rep. Selectman Snow thought this would be a good one for him. Selectman Soares said she had a problem with this because Selectman Snow put in the petition to rescind the Budget Committee. There is a conflict of interest here and you obviously don't like the Budget Committee. Chairman Duarte called for a second and a vote. Seconded by Selectman DePuy. Selectman Soares noted they

need to second her motion first. Selectman Kelley seconded for Selectman Soares motion. Chairman Duarte stated Selectman DePuy seconded Selectman Snow's motion and called for a vote. Chairman Duarte, Selectman Snow, and Selectman DePuy were in favor of Selectman Snow being the Budget Committee Rep. Selectman Soares and Selectman Kelley were not. Motion carried on a vote of 3 to 2. **Budget Committee's Alternate Rep:** Selectman Snow nominated Selectman DePuy. Seconded by Chairman Duarte. Chairman Duarte, Selectman Snow, Selectman Kelley, Selectman DePuy were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1. **Building Department:** Selectman Snow motioned to nominate Selectman Soares. Seconded by Selectman DePuy. All were in favor. Motion carried. **Cemetery:** Selectman Snow said he would remain as the Rep. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, and Selectman DePuy were in favor. Selectman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. **Conservation Commission:** Selectman Snow said he would stay on as Rep. Seconded by Selectman Kelley. All were in favor. Motion carried. Citizen Rick Lazott clarified he is just the liaison and not the Selectmen's Rep. **Elections:** Selectman Snow offered to take this department. Selectman Kelley noted the Selectman that usually gets this department is the Chairman. Chairman Duarte called for a second to nominate Selectman Snow. Seconded by Selectman DePuy. Selectman Kelley, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. **Elections Secondary Rep:** Chairman Duarte offered to be the secondary rep. Seconded by Selectman Snow. All were in favor. Motion carried. **Emergency Management:** Selectman Snow noted that by statute it should be the Chair, so it would be Chairman Duarte. **Fire Department:** Selectman Snow motioned to nominate Selectman Kelley. Seconded by Chairman Duarte. All were in favor. Motion carried. **Forestry:** Selectman Snow motioned to nominate Selectman Kelley. Seconded by Chairman Duarte. All were in favor. Motion carried. **Health & Welfare:** Selectman Snow moved to nominate Chairman Duarte. Seconded by Selectman DePuy. Selectman Soares said this is a conflict of interest, because Chairman Duarte's number is on her town cell phone records. Specifically before non public meetings that involved her. Chairman Duarte replied you are incorrect again and from here on out if you want to be addressed you need to raise your hand and I'll call on you otherwise you are out of order. Selectman Soares said we are allowed to speak and we have never had to raise our hand. Chairman Duarte reiterated you are out of order. Selectman Soares stated your number has been on her phone records. Chairman Duarte replied his phone number is probably on a lot of phone records in Town its part of his job. He questioned why she was digging all of this up. He told Selectman Soares she was not recognized on the floor and she would have to wait until they get done. Selectman Soares stated he had a biased opinion on the welfare. She has gone to you numerous times when she was in charge of welfare. Selectman Soares would rather see Selectman DePuy be in charge of welfare, because he has no previous contact with her. She would feel more comfortable with him because he would have a rational objective opinion. Selectman Snow noted the assignment of departments is done by majority vote and it used to be assigned by the Chair. Chairman Duarte called for

seconded on Selectman Snow's motion. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. **Heritage & Old Library:** Selectman Snow motioned to nominate Selectman Soares. Seconded by Chairman Duarte. All were in favor. Motion carried. **Highway:** Chairman Duarte motioned to nominate Selectman Snow. Seconded by Selectman Kelley. All were in favor. Motion carried. **Parks & Rec:** Chairman Duarte motioned to nominate Selectman Snow. Seconded by Selectman Soares. All were in favor. Motion carried. **Planning Board:** Selectman Snow suggested that Selectman Soares oversee this. Selectman Kelley said he would like to oversee this one. He was on the Planning Board for 14 years. Selectman Snow motioned to nominate Selectman Kelley. Seconded by Chairman Duarte. All were in favor. Motion carried. **Planning Board Secondary Rep:** Selectman Snow motioned to nominate Selectman Soares. Seconded by Chairman Duarte. All were in favor. Motion carried. **Police Department/Animal Control:** Selectman Snow motioned to nominate Chairman Duarte. Seconded by Selectman DePuy. All were in favor. Motion carried. **Solid Waste:** Selectman Kelley moved to nominate Selectman Soares. Seconded by Selectman Soares. Selectman Snow would prefer that someone else oversee Solid Waste. He felt someone else could do a better job. Chairman Duarte called for a vote for Selectman Soares to oversee Solid Waste. Selectman Soares and Selectman Kelley were in favor and Chairman Duarte, Selectman Snow, and Selectman DePuy were opposed. Selectman Snow motioned to nominate Selectman DePuy. Seconded by Chairman Duarte. Selectman Kelley said he had a problem with that, because he has no experience at all with what is going on with the Town. He has no idea with what is involved with what he is voting for. He likes Selectman DePuy, but Solid Waste is a total different animal than any other department in this Town. Selectman DePuy thought Selectman Kelley was right about most departments, but this is a department he would feel most comfortable with. Selectman Snow said they have an excellent operator down there. He would also like to indicate that the swap shop is also under that operation. Selectman Soares noted that when it was built it was stated that it was to be run by volunteers. It's not part of Solid Waste. Chairman Duarte called for a vote. Chairman Duarte, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. **Solid Waste Committee:** It was the consensus of the Board to pass on this department, since the Committee doesn't exist anymore. **Old Recycling Center:** Selectman Snow would like to take this over. He would like to take the buildings down and get the place cleaned up. Selectman Soares replied this has been hers and he knows that. He had every opportunity to do it before she took it on and now you're going to do it. She questioned where the heck he got the gall to do this. This is what she did and she managed it. The voters decided that those buildings should come down per your petition where you wanted to save them. This is an absolutely childish thing you are doing. This was her project and she will finish it. Chairman Duarte motioned to nominate Selectman Snow to oversee the Old Recycling Center and finish the closure plan. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed.

Motion carried on a vote of 3 to 2. **Town Office:** Selectman Soares motioned to nominate Selectman Kelley. Seconded by Selectman Kelley. Selectman Kelley and Selectman Soares were in favor. Selectman Snow, Chairman Duarte, and Selectman DePuy were opposed. Motion failed on a vote of 3 to 2. Selectman Snow would like to separate this department into administration, finance, and personnel. Selectmen's Assistant Eastman asked if they could explain how this is going to work. Chairman Duarte said they would have a meeting tomorrow morning. Selectman Snow motioned to nominate Chairman Duarte to oversee the personnel of the Town Office. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. Chairman Duarte motioned to nominate Selectman Snow to oversee the administration and finance of the Town Office. Seconded by Selectman DePuy. Chairman Duarte, Selectman Snow, Selectman DePuy were in favor and Selectman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2. **Safety Committee Selectmen:** Selectman Snow motioned to nominate Selectman Kelley. Seconded by Chairman Duarte. All were in favor. Motion carried. **Town Website:** Selectman Kelley motioned to nominate Selectman Snow. Seconded by Chairman Duarte. All were in favor. Motion carried. **Exit 3 Property Marketing:** Chairman Duarte motioned to nominate Selectman Snow. Seconded by Selectman DePuy. All were in favor. Motion carried. **Metro Center:** Chairman Duarte motioned to nominate Selectman Snow. Seconded by Selectman DePuy. All were in favor. Motion carried.

The Board to discuss Vision license and increase in rates for Town Assessor Tammy Jameson. Selectman Snow thought Assessor Tammy Jameson has done an excellent job. She is going from \$28 per pick up to \$30 and \$45 for abatements. Selectman Snow presumed that \$45 wasn't an exorbitant increase. Selectman Snow moved to approve the increase in rates for Assessor Tammy Jameson from \$30 per property and \$45 per abatement. Seconded by Selectman Kelley. All were in favor. Motion carried. Selectmen's Assistant Eastman explained the Vision is our software for assessing. They sell licenses in increments of five. We have purchased the five licenses we have been using. Assessor Tammy Jameson would like to have access to the system during the day. She is currently using the system when Selectmen's Assistant Eastman is not using the system, so she can't get on between 8:00 am and 3:00 pm. She would like to remotely get into the system from home, so she can do her work. In order to do this we need to purchase the next set of 5 licenses from Vision for \$1,300 or take someone off the Vision system that is using it now and give it to Tammy. The only option she could see is the Tax Collectors office, because they just use it as an informational read only file or they could leave it as it is and Tammy will have to work around the office schedule. Chairman Duarte asked what Selectmen's Assistant Eastman thought. Selectmen's Assistant Eastman thought Tammy should have access whenever she wants it because this is what they pay her to do. It's a matter of paying \$1,300 for the next 5 licenses or taking it away from someone else. Selectman Kelley checked to see if they had the money to purchase the 5 licenses and there is plenty of money to do it. *Selectman Kelley motioned to purchase 5 more licenses from Vision Appraisal*

at a cost of \$1,300. Seconded by Selectman Soares. Selectman Snow suggested they table this until the next meeting. He would like to discuss this with Vision and try to work out purchasing 1 license at a time. Selectman Kelley replied they already said no. Selectman Snow this is something they should try to address. Selectman Kelley said this is the first thing he had Selectmen's Assistant Eastman do was see if they could purchase 1 instead of 5. They only sell those 5 at a time and they won't sell them any other way. He felt it was worth spending the \$1,300. Chairman Duarte though if we researched this then and you can't purchase one then we should purchase the 5 licenses. He called for a vote. *All were in favor. Motion carried.*

Citizen Carleton Robie to discuss the feasibility study and proposed RFP for the Old Smyth Library. Heritage Committee Chair Diane Philbrick explained the last time the Heritage Committee brought this to the Selectmen was December 27th, 2010. At that time their goal was to get the Old Smyth Library (now the Smyth Memorial Building) back into use. They asked for the Board's support which happened, since that time they met with the NH Preservation Council. They advised us to get a historical consultant to work with us on the building. They applied for a grant and received \$2,500 grant and the Selectmen agreed to match the grant. They have \$5,000 to work with. They met with NH Division of Historical Resources. The character defining aspects of this building were all delineated. They have met with the Building Inspector to see what he felt needed to be done to the building. They sent out bids to architects that were recommended to them who have worked on these types of historical buildings. They went with Architect Rick Monahan out of Peterborough. He has been excellent to work with. His fee was \$7,200 and we went to NH Preservation Alliance and received a grant for \$3,600. The original amount they asked from the Town was reduced \$1,100. He has now created a set of specs which are in line with the historic nature of this building which is on the state and national historic records. It is a gem in the historic center of our Town. He has come up with a plan so they can renovate it and make it usable for our Town. They have the plans to show the audience tonight. They are asking the Board if they can send this out to bid. They don't have a dollar amount on what this is going to cost. This is obviously Town property so they are requesting the Board look at the specs and answer any questions they might have. Citizen Carleton Robie explained they have an invitation to bid that they would like the Selectmen to look at. He presented the Board with the feasibility study. He noted they haven't designated a use for the building at this time. They will need to have a public hearing for that. The Heritage Committee does know that it needs to be handicap assessable. They have created two handicap parking spaces in the corner of the parking lot with a new ramp to enter the building on the lower level. The original stairway will stay. They are proposing an electric lift in the basement to the first floor. The bathroom downstairs would be redone with a new toilet, mop sink, and wash sink. The furnace seems to be in good working order. They need to do a little bit of duct work. The lift would go in the basement in the back room. There would be a handicap accessible bathroom in the back corner. There will be a small kitchenette along the west wall (towards the church). They would remove some of the bookshelves. There will be a new cork floor to keep in tradition of the building.

There will be cable access and all new wiring. They will replace the front door. The exterior of the building is in really good shape. They need to do some concrete sealing around the back. This is more of a demolition type plan for the mechanicals to be done. There is some water damage that would need to be repaired. Everything they are requesting is in the scope of work. Architect Rick Monahan had some contractors that he was going to recommend to the Heritage Committee. They would like to send this out to bid to see what price comes back. After this happens they would have to appropriate the funds and have a couple of public hearings to get input. The Heritage Committee has worked on this for 14 months to get it to this point. Chairman Duarte thought they did a terrific job and would like to see the old library back to use. Citizen Carleton Robie noted the Selectmen will need to send out the RFP. He said they would get a copy sent down to the Selectmen's Office with five copies of a list of contractors. *Selectman Kelley motioned the Board send out the RFP's for the Old Smyth Library. Seconded by Selectman Soares.* Selectman Snow asked if the RFP was to actually do the work on the Old Smyth Library and if they had the funds for this. Citizen Carleton Robie replied they didn't have the funds for this. Selectman Snow asked if this was something they were thinking about bringing before the voters next year. Citizen Carleton Robie explained they would have two public hearings and then a special town meeting. This is a project they would like to have done before 2013 Semi Q celebration. Hopefully it will be done early to late fall of 2013. If they had to go to Town Meeting next year with a warrant article and start immediately after it would be a short time frame to get it done. Selectman Snow explained if it went to a special Town Meeting it would have to be an emergency Town Meeting. Also it would have to be approved by the Superior Court. It's unlikely to get a vote by the Town to spend the money before next year. The RFP is going to have a timeframe that would allow the approval to be after the next Town Meeting. Citizen Carleton Robie replied they will have all of this written in to the RFP, so people that are bidding understand this. Selectman Snow asked if there are any working drawings. Citizen Carleton Robie replied he just showed them to the Board. Citizen Mark Siemonsma asked if the bidding was invitation only. Citizen Carleton Robie replied at this point yes. Citizen Mark Siemonsma asked if the list was going to be posted and did the Heritage Committee choose to have invitation only. Citizen Carleton Robie replied yes and the Architect will provide the Heritage Committee with a list. Citizen Rudy Cartier said the Heritage Committee did a good job with this and would it be possible to get some of the drawings on the website. So the Towns people can look at the fruits of the Heritage Committee's labor and what they can anticipate for the building. Citizen Carleton Robie replied at this point they would like to get the bids back and then they will have the public hearings. If they have to cut some things out this will be the time to do it. This is what the Heritage Committee and Architect came up with. If these prices come back way out of line with what they feel, they may put this out to bid a second time. They would have to be qualified to work on this type of structure. Citizen Judy Szot asked if there was a reason this is being sent out as a closed bid rather than an open bid. Citizen Carleton Robie replied it's an invitation to bid, because of the historic character of the building. They are going to send out bids to people that have worked on historical buildings.

They do realize the cost is going to be a little higher. If they have to send out bids twice they will have the time to do that. Chairman Duarte called for a vote. *All were in favor. Motion carried.*

The Board to consider request received from the Zoning Board of Adjustment for the reappointment of full members Ron Howe and Ingrid Byrd. ZBA Chairman Boyd Chivers said he supports both candidates. Ingrid has served on the Board for 8 years. She has an unbiased view of zoning and is very helpful. He supports Ingrid Byrd's and Ron Howe's nomination. Selectman Kelley motioned to reappoint Ron Howe and Ingrid Byrd as full members of the ZBA. Seconded by Selectman Soares. All were in favor. Motion carried.

The Board to decide how to allocate newly adopted budget. Selectmen's Assistant Eastman explained they all have a spread sheet that shows the bottom line default budget that was passed by the voters. In the course of the Selectmen coming up with a proposed budget there were some changes made to certain line items. Some new lines were created and with those changes she came up with \$2,200. She needs to know where the Board wants to allocate this money. This is assuming they want to keep the changes that were proposed. Chairman Duarte thought they should go through it a little more before they make a decision. Citizen Rick Lazott noted the money that was added on at the deliberative session should be excluded. The people voted down the budget because the money isn't there. Selectmen's Assistant Eastman replied this wasn't included in there. Citizen Rick Lazott just wanted to clarify that the money for the CYAA and raises was not included. Selectmen's Assistant Eastman replied that was correct. Selectman Snow explained we have a default budget and that is to go back to last year's budget. We will use the appropriations from last year and we will work to come up with a budget. Whatever we need to do we will make sure everyone is aware of it. Selectmen's Assistant Eastman said she has to file a form to the DRA showing the budget that was adopted at Town Meeting and it has to be filed before April 1st. She asked the Board for permission to fill that form out just like the default budget that went on the ballot, so further down the road the Board can still make some changes. Selectman Kelley motioned to authorize Selectmen's Assistant Eastman to fill out the MS-2 form. Seconded by Chairman Duarte. All were in favor. Motion carried.

The Board to authorize payment of payroll checks and accounts payable checks. Selectman Snow motioned to approve payment of payroll manifest number 000672-02, checks to be dated 3/22/2012, with a total gross payroll amount of \$16,045.33. Seconded by Selectman Kelley. All were in favor. Motion carried. Selectman Snow motioned to approve payment of accounts payable manifest number 030412 checks to be dated 3/22/2012, with a total amount of \$28,981.40. Seconded by Selectman Kelley. All were in favor. Motion carried. Selectman Snow motioned to approve payment of payroll manifest number 000673-02, checks to be dated 3/29/2012, with a total gross payroll amount of \$15,164.91. Seconded by Selectman Kelley. All were in favor. Motion carried. Selectman Snow motioned to approve payment of accounts

payable manifest number 030512 checks to be dated 3/29/2012, with a total amount of \$27,037.80. Seconded by Selectman Kelley. All were in favor. Motion carried.

Approval of Previous Minutes of March 12th, 2012: Selectman Soares motioned to approve the public meeting minutes of March 12, 2012 as written. Seconded by Selectman Kelley. All were in favor. Motion carried.

Any Other Business

Abatement request: Selectman Snow would like to push off to the next meeting. He would like to discuss it in a non-public. Selectmen's Assistant Eastman noted you do abatements in a public meeting. Selectman Snow moved to table to the next meeting. Chairman Duarte called for a second on the motion. Motion failed due to a lack of a second. *Selectman Kelley motioned to move this abatement forward as outlined. Seconded by Selectman Soares.* Chairman Duarte asked if there was any discussion. Selectman Snow asked if they are abating interest only. Selectman Kelley noted they are abating \$597.03 as of March 8th. Selectman DePuy said the tax bill went to the tenant and not the owner. Selectman Snow said they should abate the interest after the point he informed us of this mistake. He is becoming increasingly immune to giving people back interest and fines because they didn't get their tax bill. He would have preferred to do this one in a non public session. Usually the non-publics are asking for the one time of something that went wrong. The abatements that are done in public are for people who don't agree with the assessment on their property and they are asking for an abatement. If they don't agree with the Board's decision they can take to the BTLA. He is becoming increasingly opposed to things like this. Selectman DePuy noted this person says he owns several properties. He probably went to his accountant and found out this tax bill didn't come in. This is when he contacted the Town and felt it was a legitimate reason. Chairman Duarte called for a vote. All were in favor. Motion carried. It was clarified that the amount abated was \$597.03.

Announce Next Regularly Scheduled Meeting Date: The meeting date is April 9th, 2012 at 7:00 p.m.

Chairman Duarte would like to congratulate the newly elected officials. He would like to get input from the community, so they can do a better job as a Board. Please send the Office agenda item requests. This will help eliminate the problems before they do arise. Citizen Boyd Chivers said he would like to see a Board that gets along better. He has never been more ashamed to be a citizen of the Town of Candia then tonight. It seemed to him that 3 members of this Board came prepared with an agenda with no consideration for the other 2 members. He would like to see the Board collectively represent this Town not your individual interests. There should be a little more polite behavior amongst the Board members. All of you could act with a little more decorum and make most of the audience feel a little less uncomfortable. Citizen Ingrid Byrd

said you divided up the jobs one person got ten departments, one person got six departments, and the other two got three departments. This is a real imbalance of job performance. Chairman Duarte thanked Mrs. Byrd for her opinion, but the elections have consequences and some folks wanted these departments. Citizen Ingrid Byrd clarified her comment had to do with how they divided up the departments and nothing to do with anything else. You gave one person ten departments and that is overloading that person. Chairman Duarte replied they can make adjustments as they go.

Selectman Snow moved to adjourn at 8:04 p.m. Seconded by Chairman Duarte. All were in favor.

Respectfully submitted,
Andria Hansen
Recording Secretary