

~~Unapproved~~APPROVED
Candia's Selectmen's Public Meeting Minutes
October 14, 2013

Attendance: Chairman Fred Kelley, Vice-Chair Carleton Robie, Selectman Dick Snow, Selectman Amanda Soares, Selectman David DePuy, and Administrative Assistant Andria Hansen.

Departmental Reports: Highway, Police, Fire, Building, Solid Waste & any other depts.

Road Agent: Road Agent Lewis read from the attached report. He noted the washout repairs in September were pretty costly.

Police: Selectman Soares read from the attached report. She noted that the new officer has been riding on his own and with officers on different shifts. The ACO van is being disassembled and the stuff is being taken off by individuals doing community service. The equipment will be put downstairs with the rest of the stuff. The guys will have to go through the stuff and see what we can get rid of and what we can't. There really isn't a state program to get rid of the stuff.

Chief McGillen arrived at 7:05 p.m.

Discussion about selling the ACO Van: Selectman Soares said she had discussed with Chief McGillen that car 1 has been used as one of the patrol cars and maybe it could be used for an ACO car. They can utilize what they have without having to buy something. They wouldn't need to put any additional money into the van. It was purchased in 2001 and they have gotten full use out of the van. Chairman Kelley wanted to know what the Board wanted to do with the van. Selectman Soares noted the only valuable part left in the van was the engine. Everything else isn't worth much. She didn't know if they would get anything of significant value. If they could salvage the engine it would be great because it has low mileage. Her personal vote would be to salvage it at Car World. Chairman Kelley noted that Car World will only pay \$300. Selectman Soares said this was her personal opinion but the Board may want to do something else. Chairman Kelley would like to put a "For Sale" sign on it and see what they can get for it. Selectman Snow said if they are going to hire the ACO person the question becomes does Mike feel that the van is useful for the ACO position. He suggested putting a bid process out, put a price on it and put it on the web. Chairman Kelley noted in the past they have always stuck a "For Sale" sign on it. Chief McGillen said they've had success in the past doing it that way. He would like to try and get \$800 or \$900 for it. Selectman Snow reiterated is the ACO position going to need the van. Chief McGillen thought the ACO could get by using the old cruiser. Selectman DePuy thought they should use the existing older vehicle and sell the old van. *Chairman Kelley motioned to sell the ACO van.* Selectman Robie asked where are the putting the van and can they put a time limit on it. Chairman Kelley said if it isn't gone in a month they'll send it to Car World. Selectman Robie thought it should be two weeks instead of a month. *Chairman Kelley added to his motion that if the ACO van isn't sold within two weeks it will go to Car World.* Selectman Snow thought they should do a bid process. Chairman Kelley said they didn't need to go through the bid process they've never done that for any cruiser they sold. Selectman Snow said he was just telling him what the statute says. Selectman Soares

asked if they could put it in the triangle of High Street and Route 27. Chairman Kelley said he could ask Mr. Goff. Citizen Adam Sicard offered to put the van in his yard. Selectman Snow asked if the van was non functional. Chief McGillen said they were told that it wouldn't pass inspection in March. Selectman Soares noted that it needed a substantial amount of work and they didn't for see it passing inspection next year. Selectman Snow said he couldn't see a car being more efficient than a van for the ACO position. Chairman Kelley said they aren't going to be putting a cow or a horse in the car. Selectman Snow replied if they are going to that than the ACO will need a horse trailer of some kind. If the van isn't functional than he supposed they ought to sell it and they can use car 1. Selectman Soares said if they find that the car isn't meeting the needs of the ACO the Board at some point can discuss it and look at other options. The Board thanked Mr. Sicard for letting the van stay on his property. Selectman Snow said they should put a notice on the website saying the van is for sale. *Selectman Soares seconded Chairman Kelley's motion. All were in favor. Motion carried.*

Chief McGillen to make recommendation for the vacant Animal Control Officer position.

Chief McGillen proposed hiring Kaitlyn Morrill for the ACO position. She lives in town and she has experience as a vet tech. She's opening up a horse rescue barn. She has a lot of availability. He noted that he and Sergeant Gallagher interviewed her. He would like to recommend a pay rate of \$13.00 per hour. They wouldn't go over the 8 hours for the week unless there were circumstances that warranted that. She would have to get approval. There may be some weeks that she wouldn't make the 8 hour mark and she didn't have a problem with that. He called some of her references and she has worked on some farms and been involved with horses. In school she took a vet tech program. They worked on small animals, goats and mules at Alvirne High School. Her reference said all good things. She has worked at Deerfield Fair in concessions, so she has dealt with the public has good people skills. He felt she would be a good fit. Selectman Soares asked what happened with Doreen who previously applied for the position, even though they didn't post the position. Selectman Snow thought they had more than one application and did they all get considered. He had heard that three people applied. Chief McGillen didn't think they needed to get into specifics, unless they wanted to go into a non public. This is something that could affect reputations. He noted that he is making the recommendation tonight. Selectman Snow asked if he looked at all three applicants and this is the one he has decided on. Chief McGillen replied yes. Selectman Soares said they had an applicant that already does this job somewhere else and has experience. Nothing against Kaitlyn but they had an applicant that already does this job. They had someone who already did this job and previously. When this application was given to him he was fine with this applicant and now his is not. She was curious what this applicant was excluded and Kaitlyn was considered. Chief McGillen reiterated they could go into a non public. Selectman Soares felt it wasn't a non public question and she was asking him to explain the differences between the two candidates. Why is Kaitlyn the candidate he picked? Chief McGillen said the first thing that comes to mind is availability and the other candidate has several jobs. Selectman Soares noted the other candidate has one job. She asked if he spoke with the references for the other person as well. She asked if he spoke with Chief Drolet. Chief McGillen said he did speak with him and he had no issues with her. Selectman Soares didn't understand she felt he couldn't give her justifiable reason as to why this candidate wasn't picked. Chief McGillen said he went with who was available and other than that they would have to go into a non public. Selectman Soares asked if he was going to change the pay scale and the set up of the position. Chief McGillen said they had this

discussion not that long ago. Selectman Snow said he had two questions. The first is did he carefully consider the applicants and does he have enough money in his budget to keep the ACO position going until the end of the year. Chief McGillen replied yes and the ACO will be paid for the time they work. If they work 6 hours they are not going to get paid for 8. Selectman Soares confirmed there is no guarantee for a minimum amount of hours. Chief McGillen replied no unless something comes in and she needs to go over her 8 hours. It would be up to 8 hours per week unless there is an exception and he would have to agree to it. Selectman Snow said they had a discussion a month ago that they wanted an ACO because they didn't want the officers handling that type of stuff. He didn't have a problem with it as long as he had the money in his budget. Selectman Robie asked if they paid Mr. Bradley \$12.00 per hour. Chief McGillen thought that was what it was when he first started he wasn't sure what his rate was when he left, he would have to look it up. He thought it was \$13.35. Selectman Robie asked how many hours did he spend doing the ACO position. Chief McGillen replied quite a few. The Sergeant has been serving dog notices and usually the ACO handles this. He doesn't have a break down but the officers have been putting in hours on their regular shifts as well. There was discussion about some of the ACO calls the department has recently received. Selectman Soares asked for estimation on the amount of time the officers have been spending on these calls. Chief McGillen thought it was about 10 hours per week. Selectman Robie asked about the unregistered dogs and where do they have direction to send officers to collect dog fees. We do this on a regular basis. Chief McGillen replied yes and they send out post cards. Every year they do this and they end up calling people to license their dogs. If not then someone is going to hand them a summons to pay the Town Clerk within 96 hours. If they ignore it then they get a court summons and they generate the paperwork here. This type of stuff ties up the officers. There was further discussion on the process. Selectman Robie said this would need to be done if they had an ACO or not. He thought they were on a system that when people came in to register their cars they paid their dogs fees. A resident noted that he didn't pay his dog fees when he registered his car. Chairman Kelley said if people are on a list then the Town Clerk should be asking. Chief McGillen noted there is only a certain amount of time and some people don't register their car in those months. Selectman Robie didn't know why they had police officers looking for \$25.00 (dog license fees). He noted they weren't sure how many hours the officers have spent on the ACO position, but they seem to be doing good since Mr. Bradley has left. They had one complaint that the police officers shouldn't be handing out summons. Chief McGillen said they had more complaints than that. Chairman Kelley noted if the ACO is being paid to serve summons this will relieve an officer from doing it and it will be cheaper. Selectman Soares felt just because it's in the budget doesn't mean they have to spend it. Chairman Kelley said he didn't say that. Selectman Soares said they could eliminate the position and not spend the money. Selectman DePuy concurred with Chairman Kelley and they are saving the town money having this person doing this type of work instead of using trained police officers. Selectman Robie asked about the police report and asked about the non crime related incidents. He asked if it included the ACO calls. Chief McGillen said he could get the break down on the calls. Selectman Robie asked if the number (non crime related) would go down significantly. Chief McGillen said they will always be in that line because that is the computer system they use. Selectman Robie asked if the computer could make an ACO line. Chief McGillen said they could. Selectman Robie asked out of 225 calls how many were ACO. Chief McGillen thought about 25. Selectman DePuy motioned to hire Kaitlyn Morrill to fill the ACO position on the terms Chief McGillen has expressed at \$13.00 per hour effective immediately

and pending a successful background check. Seconded by Selectman Snow. Chairman Kelley, Selectman DePuy, Selectman Snow were in favor and Selectman Robie and Selectman Soares were opposed. Motion carried on a vote of 3 to 2.

Police report continued: Chief McGillen said an obelisk was stolen from the Village Cemetery in September. They have notified all of the Southern New Hampshire police agencies. They've been trying to get some leads. They got some consultants from a couple of different industries calling up and asking some questions. They were going to put it out on their networks. A few years back people were taking these and using them for boat moorings. There is no writing on the obelisks. They're between four and six feet. They would have needed a hoist to move it. They received a call from an agency near Rochester and they had several slabs of granite taken from their cemetery. They have no leads on their case either. One person reported seeing a utility truck. He thought it was a good probability that it was related to the incident. There has been an increase of DWI activity in town. They've had one theft/burglary on Crittle Hill Road. On October 3rd there was a break in on Depot Road. They are comparing notes with Raymond Police Department. They are checking to see if there are any similarities with break-in's in Raymond. He knows Hooksett and Auburn had an increase last month. They are doing a Drug Take Back Day on October 26th from 10:00 am to 2:00 pm at the Candia Volunteer Fire Department.

ACO vehicle: Selectman Robie asked what is the ACO going to drive. Chief McGillen said she is going to use car one and it does need some repairs. There was discussion about the cost of fixing it. Selectman Robie said they have been without an ACO for three to four months. He felt there was money in the wage line and there ought to be enough to fix car one and still meet the end of the year budget. He would like to get car one completely repaired and safe to drive. *Selectman Robie motioned to repair car one through the wage line in the budget. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares abstained. Motioned carried on a vote of 4 to 1.* Selectman Robie asked if there would be a cage between the front and backseat to protect the ACO and the rear seat will be removed. Chief McGillen replied yes. Selectman Soares asked what is happening to car four. Chief McGillen replied nothing they have been using it as a detail car. They decided not to put the money in, see how it runs and reevaluate at the end of the year since the budget is tight. Selectman Soares mentioned that he asked for \$12,000 in the 2014 budget for a new cruiser. She is concerned what is going too happened with car four. They have a cruiser it just needs to be fixed. Selectman Robie said this is the car that needed a new transmission and we don't have money in the budget for a new transmission. Selectman Soares mentioned they have \$5,953 left in the cruiser maintenance budget. Selectman Robie said it cost \$3,000 for a transmission. They are going into the last two months of the year. Chief McGillen said they have another cruiser that is over 100,000 miles. He didn't think they should put \$2,400 into car and use it as a line car. It was discussed that they would use it for light duty i.e. court, class, etc. They wouldn't use if for calls. Selectman Soares said she was curious because \$12,000 was put in the line and buying a new cruiser is more expensive than using one they have. Selectman Robie clarified they are not going to get a cruiser for \$12,000. It is there just in case they had money in the budget to buy one. Selectman Robie felt that was a gray area. Selectman Soares said she had a concern about this because they just purchased a new vehicle. The Federal Department of Transportation says if there is no rust and it passes inspection and

everything else is fine it is safe to drive. Selectman Robie said they are going to wait another month and reevaluate car four.

Fire: Chairman Kelley read from the attached report.

Selectman Robie noted the new ACO Kaitlyn Morrill was in the audience and he would like to welcome her aboard.

Building: Selectman Soares read from the attached report. She noted they haven't heard anything on the Stevens matter and it should be finalized soon.

Solid Waste: Selectman DePuy read from the attached report. Selectman DePuy spoke with Chuck about the small skid steer and they think a bearing is going. They thought it was going to cost a couple of thousand dollars to fix. They have about \$3,770 left in the line and it needs new tires. They have a tire line for \$1,000 and they have \$500 left. He'll have a better idea of the cost for the next meeting. The machine is still running. Selectman Robie said those machines down there must have quite a few hours on them. Selectman DePuy thought about 6,000 hours on the older one. The other one is a 2002 and it's in pretty good shape. Selectman Robie asked if there is a life expectancy on the machinery, because they ought to start considering that at this point. When they have a piece of machinery with 6,000 hours on it, it's 2/3rds to the wind. Selectman DePuy said he discussed this with Chuck and they talked about when is the point you stop dumping money into it. He thought they would have a better idea when they found out how much it was going to cost to fix it. He thought it was going to cost \$2,000 to \$3,000 to put bearings and tires on it. Chairman Kelley felt the equipment was getting old. Selectman Robie said this is why he brought this up at some point they are going to have to start weighing their options. Selectman Soares asked where they are going to find the money for it. Chairman Kelley said it would have to be a warrant article. Selectman Robie said they would have to adjust the budget. He added maybe not in 2014, but in 2015 they need to start considering it. Selectman DePuy noted the bigger problem is the baler. Selectman Robie said they spent quite a bit of money on rebuilding that a couple of years ago. Selectman DePuy mentioned the trailers. The best price that Chuck could get was \$1,500. He told him to just get one for \$1,500 this year. They'll make that up in two years by not paying rent and they'll purchase another one next year.

The Board to discuss the accruing interest on perpetual care. Selectman Robie said they had a Cemetery Trustees meeting last month and they spoke about the perpetual care fund. He thought they all agreed to solicit the Trustees of the Trust Funds for the funds to be turned over to the town. The money would go into the unreserved fund balance to offset the operating costs of the cemetery maintenance program we have. Selectman Robie motioned to solicit the Trustee of the Trust Fund for the interest on perpetual care at the end of 2013. Selectman Snow said he would only vote on soliciting funds up to 2012. Selectman Robie noted 2012 has passed and it would be nice to use 2013 money. Selectman Snow said the 2013 money should show up on the anticipated revenue for next year. Selectman Robie replied only in the Trustee's report. Selectman Snow said it goes on the anticipated revenue too. Selectman Robie said they are not taking it, its revenue to the Trust Fund only. Selectman Snow said the money that comes in for 2013 is unanticipated revenue until it comes in. When it comes in then they tell us at the beginning of the year how much money it is. *Selectman Robie corrected his motioned to say the*

Selectmen will solicit the Trustee of Trust Funds for the interest on perpetual care at the end of 2012. Seconded by Chairman Kelley. All were in favor. Motion carried. Selectman Soares asked if the owners of the stolen monuments had perpetual care and will it cover it. Selectman Snow said the monuments belong to the people who own the lots. Perpetual care would not be a part of replacing a monument. If something disappears the people who own it have to replace it.

The Board authorize payment request to the Trustees of the Trust funds for reval costs and mowing the old recycling center. Selectman Snow moved that the Board authorize the expenditure from the reval fund for the amount of \$6,720. Seconded by Selectman Robie. All were in favor. Motion carried. Chairman Kelley mentioned the reimbursement for the mowing at the old recycling center. Selectman Soares asked why it was being reimbursed out of the incinerator closure fund. Chairman Kelley thought they agreed on this at the last meeting. Selectman Soares noted that Doug Kemp of DES said they didn't have to maintain the old site. It isn't part of the closure fund. Selectman Snow added it is not a proper use of the trust fund. The Trustees of the Trust Fund told the town a couple of years ago that they were unhappy with that use coming out of the funds. He wasn't in favor of this money coming out of the closure fund. Selectman Robie said they'll will review the budget and find a place to take it out of.

Selectman Robie to discuss the Smyth Memorial Building. Selectman Robie mentioned the Fitts Museum Trustees and the Heritage Commission met last week and they liked the idea of trustees for the Smyth Memorial Building. This would have to go to the vote of the town. He thought it would work well for our community. He asked the Board if they should write a warrant article. Selectman DePuy thought it would be a good idea. Selectman Robie noted it would still be overseen by the Select Board. If something were to go wrong they would still be responsible. It's kind of like it is at the Fitts Museum. They would have to appropriate a budget for the trustees through the community. They can solicit donations through their own foundation not through the town. They will write this into a warrant article so the residents understand it. The Select Board would appoint 5 trustees. After that the trustees would appoint their own members. The recommendation would be brought to the Board first. Selectman Robie motioned that the Selectmen write a warrant article so the Smyth Memorial Building can be turned over to a Board of five trustees which will be appointed by the Board of Selectmen. Seconded by Chairman Kelley. All were in favor. Motion carried.

The Board to appoint Sandy Whitcomb to the Heritage Commission as a full member. Selectman Robie motioned to appoint Sandy Whitcomb as a full member of Heritage Commission. Seconded by Chairman Kelley. All were in favor. Motion carried. Selectman Soares asked if the Heritage Commission ever got the results on their survey for the Smyth Memorial library. Selectman Robie replied no they are still working on it. It's very difficult to get people to participate.

Old Recycling Center Closure update. Selectman Soares said worked on the waiver with Atty. Mayer and Dave Allwine from Stantec. They have already submitted waiver to DES and they are awaiting an answer. Selectman Snow said there are a lot of concerns and what are they going to do for the closure. At the last election the town voted to close the old recycling center in accordance with the approved closure plan. He asked how they are going to handle this if they have to remove the ash. Selectman Soares talked with Doug Kemp. If they come to a consensus

and they have to do the additional testing that is required, there is a way he can work with the town so they could manage it. They are not trying to break us financially. They are not going to be unreasonable. The grants just got reapproved this year. She sat down with the grant lady and there is no timeline or deadline. There are ways they can work things out that's beneficial to everyone. Selectman Snow said they need to look at what that method is. The town voted to do it in accordance with the RFP. He asked if they are going to put out an RFP. You need to be looking at this for the budget. Even if they don't do it they are still looking at \$50,000 - \$100,000. Where is this money coming from? He presumes a warrant article. Selectman Robie said all they are doing is looking for approval. If they get approval they have to go back to the people and ask for the money. Selectman Snow asked how they are going to know what the cost is going to be. Selectman Robie said they will need to get an estimate after they get approval. Selectman Snow said they need a plan. Selectman Robie said it doesn't need to happen this year, it would be nice but they don't have the money. This is a work in progress. Selectman Snow said it would be helpful if they had something written down. If it does end up costing \$300,000 it is going to be a problem. Selectman Robie said \$300,000 was obviously too much for the town. The \$130,000 was too much for the town they voted for \$1.00. He thought the letter that is going to DES is asking for some type of waiver. If the waiver is approved they have to submit their RFP. Selectman Snow said they will have to do this prior to the town meeting. Selectman Robie said it doesn't have to be this year. If we get our ducks in a row it might be another 3 or 4 years of having the funds available to do it. Selectman Snow said they still have a plan they just don't have someone to execute it for \$1.00. Last year Doug Kemp told him they couldn't use the material on site. Chairman Kelley and Selectman Soares disagreed with that statement. Selectman Robie said they are not going to argue about it. They have requested a waiver. Selectman Snow said they have a site sitting 15 feet away from the Lamprey River and they think that DES is going to say its okay. Until they have all of their facts they are going to wait to see what comes back. Citizen Becky Sarra asked when the information on the waiver is going to be available to the public. Selectman Snow assumed the waiver request was a public document. Citizen Becky Sarra said it should be out in the open not under the blanket. Selectman Snow suggested using the money from the unreserved fund balance. Selectman Soares was sure they couldn't and the DRA wouldn't let them.

The Board to authorize payment of payroll checks and accounts payable checks. Chairman Kelley announced the grand total of payroll and accounts payable checks for October 3rd, October 10th, and October 17th is \$568,807.12. Selectman Snow motioned to accept the total payroll and accounts payable checks in the amount of \$568,807.12 for October 3rd, October 10th, and October 17th. Seconded by Selectman DePuy. All were in favor. Motion carried.

Approval of Previous Minutes: Public minutes 09/14/13 and 09/23/13. Selectman Robie motioned to accept the September 14, 2013 public meeting minutes as presented. Seconded by Chairman Kelley. ~~All were in favor.~~ Chairman Kelley, Selectmen Robie, DePuy, Snow were in favor and Selectman Soares abstained. Motion carried on a vote of 4 to 1. Selectman DePuy motioned to accept the September 23rd Selectmen's public meeting minutes as amended. Seconded by Chairman Kelley. ~~All were in favor.~~ Chairman Kelley, Selectmen Robie, DePuy, Snow were in favor and Selectman Soares abstained. Motion carried on a vote of 4 to 1.

Town Report dedication. Chairman Kelley mentioned the he would like to dedicate the town report to Dot Purington.

Hill Cemetery stone wall repair: There was discussion about repairing the stone wall at the Hill Cemetery. Selectman Robie motioned to spend \$3,000 to fix the stone wall and Dennis Lewis will do the repair work. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Soares were in favor and Selectman Snow was opposed. Motioned carried on a vote of 4 to 1.

Chairman Kelley motioned to adjourn 8:35 pm. Seconded by Selectman Robie. All were in favor.