

~~Unapproved~~Approved
Candia's Selectmen's Public Meeting Minutes
January 13, 2014

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

7:15 p.m. Chairman Kelley called the Public Meeting to order.

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

Highway: Road Agent Lewis read from the attached report. Chairman Kelley asked how much it was going to cost to fix the light pole. Road Agent Lewis replied no cost. He noted that one of his plow drivers tapped the light post with his wing and snapped it off. He didn't even know he did it. It was brought to his attention three days later that the light post was missing. It snapped off at the base. The plow driver found someone who could weld it. He helped him put it back up and it's all set. Selectman Soares asked how much was left in the 2013 winter road maintenance warrant article. Selectman Robie said they were \$7,000 overspent on that warrant article. He said they have to take into consideration that they got a \$23,000 FEMA check that doesn't show up there. Road Agent Lewis said the reality is we ended the year \$16,000 ahead even though it doesn't show up in his line. So they used \$7,000 of the FEMA reimbursement. They are now in a new budget.

Police: Chief McGillen noted that he changed the breakdown on the police report for the Board. It now shows animal complaints. It shows one under offenses. It's not specifically animal control; it's also unlicensed dog and dog control. What it doesn't show is any follow up. There are several residents that they have been trying to find and they haven't paid their fine for unlicensed dogs. Some of the officers have had to get involved, because some of the people are not cooperating. The report also shows all non crime as well. He noted this report has more of a break down then the other one. Selectman Soares asked what police information covered. Chief McGillen said everything. It could be someone reporting a sexual assault which at the time they don't know if it is a sexual assault so it has to be it in a catchall and it may turn into a crime. It could also include someone calling up saying there needs to be some signage on the road for a project. It's like a miscellaneous category. Selectman Robie thought if they have a person that doesn't want to pay their dog license, when they come to register their car they register their dog at the same time. Then they aren't sending police officers out dealing with people about dog licenses. He didn't think it was productive. Chief McGillen wasn't sure if they could do that, but he would look into it. He wished there was easier way, it's the same people every year.

Rockingham County prosecution services: Chief McGillen mentioned that Rockingham County has been doing the prosecution services for many years. They have done pretty good with the service. They currently have an interim county attorney running the place. He's developing the budget for the County Attorney's Office and apparently he found some costs that weren't being covered by Candia and two other town's that use their service. It was things like mileage for the attorney to go to court, picking up files from the police departments, administrative cost on their end, etc. They increased their budget by almost \$6,000. He wasn't

pleased by this, because they were two thirds of the way through the budget season. He told the County Attorney's office that he has already presented the budget and has met with the Budget Committee. They had no heads up from the county. They contacted him before Christmas and they told him that he was getting a good deal for the money he was paying. They got him a number a week later and they told him it was going up \$5,000. He received a contract on January 6th and according to his math it had increase to \$5,885. In the meantime some other attorney's in the area have expressed interest in working for Candia and the other two towns. They met with two of the attorneys on Friday at the Deerfield Police Department. They are going to write up some proposals and what their estimate would be to do prosecution. In the meantime he has a meeting tomorrow with the County Attorney to see if they can lower the cost. There might be some things that the Candia PD will have to do to lower the cost. He saw where the Board was encumbering funds and thought he would mention it. He thought maybe they could have an up to point tonight and \$5,800 would be the worst case scenario. They could do this instead of going to the Budget Committee or doing it at Deliberative Session. He heard there was \$8,000 in the police budget. Selectman Robie said this isn't anything like the dispatch thing that the county was talking about and is this a line in his budget. Chief McGillen said he has a line for it and he budgeted \$13,003. Selectman Robie said they just called you up in December and said they were going to increase the cost. Chief McGillen replied they called him in December without a price, but just said it was going up. Selectman Robie asked if they could outsource it and they should look at that first. Chief McGillen said they could potentially do that. The contract says they have until January 24th and they have to go into it with the other two towns. If one of the towns pulls out, they won't prosecute for the other two towns. It sounded similar with the other two attorneys. It would be a lot more money to do just one town instead of doing it three ways. They have to see what the proposals are and take it from there. He thought encumbering would be an avenue to take. If they decided to stay with the county they would have the funds. Selectman Robie added or they could do some of the work themselves. Chief McGillen agreed so they could get the amount of the county proposal down. The good thing with the County Attorney's Office is if it is a motor vehicle hearing, the same day the officer has court they have the resources to give us another attorney. A private attorney wouldn't be able to do that and there are more resources on the county level. Selectman Snow noted that Chief McGillen has to sign a contract by January 24th and the Board isn't going to meet until January 27th and could Chief McGillen get an extension on that date. Chief McGillen replied that he is meeting with the County Attorney tomorrow. Selectman Snow asked if they don't sign that contract by the 24th will they lose their prosecution services. Chief McGillen said the current prosecution contract expires March 31st. Selectman DePuy thought it was pretty short notice to find out how fast a town can act. Chief McGillen said that is why he contacted the County Commissioners Office because he wasn't happy. They all seen the papers and there are issues at the Rockingham County Attorney's Office. All of a sudden they receive this and things have been running fine for years with no significant increases. Selectman Robie noted if you go back a couple of months ago when the county said they weren't going to do the dispatch services without increasing the fees and that failed. Now they are looking at this avenue and maybe they can strong arm the police department to come up with \$6,000. As far as he is concerned he would hold his ground and tell them this is what they budgeted for. They know that we budget in the fall. He felt that the county knows this. Selectman Soares said four of the Selectmen approved \$12,000 in the cruiser line. If worse comes to worse they have extra money in the budget so they don't have to encumber. The money is within the 2014 budget. Chief McGillen

said he didn't agree with that because if a cruiser crashes midyear they have money, because they would have to pay for it from somewhere. Selectman Robie said let's get through the department reports and if they want to discuss encumbering later they can do this at the same time. Selectman DePuy said it wouldn't be unfair in light of what has happened at the County Attorney's Office to assure if these numbers are correct. They should double check their numbers. Selectman Robie said they are just looking for revenue. Chief McGillen said he would report back with updates on this issue. **Department report continued:** Chief McGillen said there has been a considerable increase in burglary activity in neighboring towns. Especially Auburn there has been seven or eight in the past couple of weeks. What is happening is a woman goes up to a house and asks where Sylvester Road is and there is no such road. They are usually a couple of guys in a car or hiding in the woods. They are asking everyone to be vigilant. Officer Terilli is in the police academy and has finished week one and has thirteen more to go. He likes it and has a positive attitude about it. They have received a radio from a homeland security grant. He noted back in October they had Drug Take Back Day and they turned in 17 pounds of drugs. Last month they had deadly force, taser, and OC spray training at the Fire Department. He would like to thank Fire Chief Young for letting them use their facility and power point projector. They have four Panasonic laptop computers donated from Hooksett Police Department. They are sending them to Rockingham County so they can put the program into them and set them up for them. He is sending a letter to the Chief. The mounts and base are also included. It costs several hundred dollars for each one of those. He is pleased that came about.

Fire: Selectman Robie read from the attached report.

Chairman Kelley to read letter of commendation. Selectman Robie read the attached letter from Chief Barlett of the Hooksett Police Department (see attached). The letter thanked Firefighters James Wilson and Ryan Blevens for their assistance to Hooksett Police Officer Mike Zappala. Officer Zappala was struck by a car while directing traffic. Selectman Robie noted the letter should go into these employees' files and thanked Jimmy and Ryan.

Building: Selectman Soares read from the attached report. There was an increase from last year YTD revenues.

Solid Waste: Selectman DePuy read from the attached report. He mentioned that Roy Thomlin resigned and he thanked Roy for his years of service with the town. As a result they have advertised for that position and Chuck will be conducting interviews. Selectman Snow asked if they are going to hire two people. Chairman Kelley replied just one. Selectman Snow thought they were going to hire for two positions. Selectman Robie asked if Chuck has reviewed the resumes. Selectman DePuy said he has interviewed one person and has other interviews scheduled. They have to address their most immediate need and then they will see what they need beyond that. They are looking for one person right now. Chief McGillen thought they needed an alarm system at that facility. He was down there on Christmas Eve and the door was not secured. The facility is secluded and there are no cameras. He felt they have some security features addressed. They have had reports of kids in there in the past. They have been fortunate that that haven't had any significant damage there. Selectman Robie asked if the door was unlocked. Chief McGillen replied that it was. Selectman Robie asked Selectman DePuy to talk

to Chuck about that. He noted they should have signs up that say "Smile you're on camera". He thought they worked really well.

The Board to discuss encumbering items from 2013. Selectman Robie explained they will be turning back \$140,000 from 2013 budget. He asked the departments if they wanted to encumber any funds because the Board was thinking about it. **Police Department:** Chief McGillen said he would like to get signage for the ACO vehicle. He spoke with Frank Sarra and he quoted him \$250. Selectman Snow asked if he was getting magnets or was he detailing it. Chief McGillen replied either way it shouldn't exceed \$250. He thought they would use magnets, because they can reuse them. He would also like to get a taser, which would cost about \$1,200. They are trying to update their equipment. The taser he is looking at comes with a camera. So once the taser is activated to use they have it recorded. This is a couple of hundred dollars more than a regular taser. They also need a battery for one of the existing tasers. Selectman Robie asked how many tasers they currently have. Chief McGillen replied they only have two. He would like to have one for every officer but they share. Selectman Robie asked if they are passed down from shift to shift. Chief McGillen replied yes for every shift. They are five years old and he is trying to get one per year. It was noted the total amount to be encumbered for the Police Department would be \$1,450. Selectman DePuy thought it was a good idea that as many officers as possible have tasers, so they have an alternative to a revolver. Selectman Soares noted that they increased the police equipment from \$5,000 to \$8,500 wasn't this included in the intent of increasing the police equipment line. Chief McGillen said it was part of it. Selectman Soares noted they just got the laptops taken care of at no cost. They have \$8,500 the taser could easily be covered under the equipment line. She noted he has money in the ACO line that he could use for the magnets instead of encumbering it. Chief McGillen said he didn't know where the ACO budget was going to go. They have a new person in there and they don't know what kind of expenses they are going to have. They have an older vehicle and felt they should use the existing money. He thought this was a reasonable request and fair to the taxpayers. Selectman Soares said the taxpayers aren't approving these encumbrances, they are approving the budget and they understand any money left over will be put back into their taxes. Selectman Robie noted at the end of the year this line in the budget was unexpended (for the taser). He could have bought a taser out of his budget last year, but he didn't choose to do that until he brought it to the Board. He thought this was a reasonable request and he thought the magnets for the car could be bought through the operating budget. Selectman Snow said the voters voted last year with the expectation that he would spend that amount of money. They did in fact vote on it. Selectman Soares noted that he had \$8,000 left over in the police budget. He could have foreseen that he had extra money had he been watching the budget and he could have purchased those items before year end. Selectman Robie said they just did training on tasers and maybe they weren't quite up to speed on what was available and what they wanted. He could have bought a taser last year and he didn't choose to do so. The magnets could be bought through the budget. Selectman Soares said he could have foreseen that he needed this. Selectman Robie said they just did training on taser and maybe they weren't up to speed on what they needed. Chief McGillen said this is why he waited until the end, because god forbid we had anything serious going. He felt the police budget is getting tighter and tighter each year and they are regressing. He has been watching his budget and is offended by that comment. His budget was down to \$7,000 at the end of the year and he didn't go out on a spending spree. He wouldn't do that and does watch his budget. He does try to do good things for the town like getting the free laptops.

Selectman Soares noted that Officer Cashman did attend the (taser) training awhile back in the beginning of the year. He did talk to Chief McGillen and the taser were there with the cameras, so they were aware of this well before. Selectman Robie replied and they were aware of their budget also. *Chairman Kelley motioned to encumber \$250 for the magnets for the ACO vehicle. 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. Selectman Snow motioned to encumber the funds for a taser with a camera and a battery for \$1,200. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.* Selectman Snow asked if they wanted to encumber the funds for prosecution. It was decided to not encumber the funds since Chief McGillen didn't have an amount. **Fire Department:** Fire Chief Young would like to encumber \$3,000 to put into building maintenance. Selectman Robie said they did some paving in the fall and they came up short on funds. He thought he was going to finish the paving with the \$3,000. Accounting and Payroll Clerk Donna Becker asked if it was just for building maintenance or building maintenance for the purpose of paving. Selectman Robie replied just building maintenance. *Selectman Robie motioned to encumber \$3,000 for building maintenance. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.* **Solid Waste:** Selectman Robie asked if there was anything for the Recycling Center. Selectman DePuy said they looked at everything down there and there are issues. The equipment is getting old, but it is holding up. There is the issue of the baler and at some point it is going to go. It will be a big number and they should probably plan for it, but they won't encumber any money at this time. It was noted the amount left in the Recycling Center's budget (at year end) was \$29,981. Selectman Robie said they did an excellent job. **Parks and Recs:** Selectman Snow said he would like to encumber \$1,000 for parks and recs to seal the skate board park and maybe the basketball court. Selectman Robie noted if they had it left last year then they should have it left this year. He thought there was enough in the budget to do it. Selectman Snow replied there isn't enough in the budget, because he already suggested the budget should be higher than what it is. Selectman Robie stated the Budget Committee already put \$1,000 in it for him. Selectman Snow said the \$1,000 that was added replaced the money that would have went in the warrant article. Selectman Robie thought he had enough in his budget. *Selectman Snow moved to encumber \$1,000 out of the 2013 parks and rec budget to seal coat the skate board park and basketball court. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.* **Road Agent:** Road Agent Lewis noted that one of the guard rails on Patten Hill was taken out during one of the last storms. He noted that he has \$2,900 left in his warrant article. It costs \$3,200 for each side of the road. Selectman Robie said the total would be around \$6,400. *Selectman Robie moved to encumber \$2,900 from the Patten Hill reconstruction warrant article and encumber \$3,500 out of the 2013 operating budget to replace the guardrails on Patten Hill Road. Seconded by Selectman Snow. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.* The total amount of money to be encumbered is \$11,850.

The Board to discuss the interest in the perpetual care fund and requesting the money from the Trustees of the Trust Fund. Selectman Robie explained back in September the Board

voted to request the interest (for 2012) from the Trustees of the Trust fund. The request was never sent. He's asking tonight to request the interest for 2012 and 2013 which will go into the general fund to offset our operating costs. He explained years ago the cemeteries were maintained on the perpetual care fund, then the town took it over and they created a budget. He is asking to solicit for both years together. *Selectman Robie moved to request the interest for 2012 and 2013 from the perpetual care. Seconded by Chairman Kelley.* Selectman Snow explained the money from 2012 would go into the general fund because that is unanticipated revenue. The 2013 should be used as anticipated revenue to show in our estimated revenues. This will offset the costs in the operating budget. He asked if they should increase the cemetery budget to take care of the money that is going to be coming in. He noted the appropriations are on a gross basis and this means you consider all of the expenses you want to do. You have an appropriation and the money that is coming in will reduce that amount. The 2012 will go into the general fund as unanticipated revenues and for 2013 we should be using the 2013 number. They don't have that yet, because they haven't come up with the amount for 2013. They should be using this as estimated revenue which becomes an intergovernmental transfer to offset the costs of what they are going to spend in 2014 to take care of the cemeteries. Selectman Robie said he didn't see it like. When they do the same thing next year they will ask them for the estimated revenues for 2014 and ask them for the check. He explained they are going to ask for 2012 and 2013 together. Selectman Snow said he hasn't seen the paperwork that has gone out to the trustees and would like to see it before hand. *All were in favor. Motion carried.*

The Board to reappoint Part-time Officer Ken McCarron. Selectman Robie motioned to reappoint Part-time Officer Ken McCarron. Seconded by Selectman Soares. All were in favor. Motion carried.

The Board will determine the order, recommendations, and wording of proposed warrant articles and address any petition warrant articles received. *Selectman Soares motioned to close out the DARE Car Trust Fund. Seconded by Selectman Robie.* Selectman Robie asked where the request came from. Administrative Assistant Hansen explained the request came from the Trustee of the Trust Fund. Selectman Snow suggested not doing that right now. They have a couple of them. There is one for the Smyth Library capital reserve fund. He noted they have to get the right wording for it. He suggested for the DARE Car Fund that they convert that fund to an OHRV or other type of vehicle. It's an instrument that is there to allow us to accept donations for a specific purpose like the DARE Car or DARE Program. If they need it again they have to go through the process of reopening it up. Selectman Soares said the DARE Program doesn't exist anymore. Selectman Snow said the DARE Program exists under a different name. They can repurpose the fund and they should think about it. Selectman Robie thought if they were going to do that they could start a new fund. They have one for Smyth Building revolving fund. He suggested transferring it. If they close it out and they want to do it again they have to worry about creating a new one. Selectman Robie called for a vote. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Soares were in favor and Selectman Snow was opposed. Motion carried on a vote of 4 to 1. Selectman Snow said he would get the wording for the warrant article.

Selectman Snow suggested putting the non profits at the bottom instead of the top, in case they run into the 10% rule. Selectman Robie replied they wouldn't run into the 10% rule.

ARTICLE 3.

To see if the Town will vote to raise and appropriate the sum of Six Thousand Eight Hundred and Seven Dollars (\$6,807) in support of the Rockingham County Community Action. *Selectman Robie motioned to move Article 3 to the warrant as written and recommend this article. Seconded by Selectman DePuy. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 4.

To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000) in continuation of its support of the Visiting Nurse Association. *Selectman Robie motioned to move Article 4 to the warrant as written and recommend this article. Seconded by Selectman DePuy. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1. Selectman Snow said there are 12 or 13 visiting nurse associations. He would like to add the wording "Manchester and Southern New Hampshire".*

ARTICLE 5.

To see if the Town will vote to raise and appropriate the sum of Three Thousand Two Hundred and Fifty Dollars (\$3,250) in continuation of its support of the American Red Cross. *Selectman Snow motioned to move Article 5 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 6.

To see if the town will vote to raise and appropriate the sum of One Thousand Eight Hundred and Fifty-Four Dollars (\$1,854) in continuation of its support of the Lamprey Health Care. *Selectman Snow motioned to move Article 6 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 7.

To see if the Town will vote to raise and appropriate the sum of One Thousand Two Hundred and Fifty Dollars (\$1,250) in continuation of its support of the Child Advocacy Center. *Selectman Snow motioned to move Article 7 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 8.

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) in continuation of its support of Big Brother/Big Sister. *Chairman Kelley motioned to move Article 8 to the warrant as written and recommend this article. Seconded by Selectman*

Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.

ARTICLE 9.

To see if the Town will vote to raise and appropriate the sum of One Thousand Dollars (\$1,000) in continuation of its support of the Child and Family Services. *Selectman Snow motioned to move Article 9 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 10.

To see if the Town will vote to raise and appropriate the sum of Seven Hundred and Two Dollars (\$702) in continuation of its support of the Rockingham County Nutrition and Meals on Wheels Program. *Selectman Snow motioned to move Article 10 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 11.

To see if the Town will vote to raise and appropriate the sum of Seven Hundred Dollars (\$700) in continuation of its support of the Aids Response Seacoast. *Selectman Snow motioned to move Article 11 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 12.

To see if the Town will vote to raise and appropriate the sum of Five Hundred Dollars (\$500) in continuation of its support of the CASA (Court Appointed Special Advocates for Children). *Chairman Kelley motioned to move Article 12 to the warrant as written and recommend this article. Seconded by Selectman Snow. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 13.

To see if the Town will raise and appropriate the sum of Two Hundred Twenty-Five Dollars (\$225) in continuation of its support of the Retired and Senior Volunteer Program. *Selectman Snow motioned to move Article 13 to the warrant as written and recommend this article. Seconded by Chairman Kelley. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 14.

To see if the Town will raise and appropriate the sum of One Hundred Fifty Thousand Dollars (\$150,000.00) to resurface Lane Rd., Green Rd. and portions of Depot Rd. Included in this project will be the replacement of the two four-foot round culverts at Ward Brook with a box culvert and address all other drainage problems that exist on Depot Road. Said

funds to be expended under the direction of the Board of Selectmen. (Submitted by the Road Agent). *Selectman Snow motioned to move Article 14 to the warrant as written and recommend this article. Seconded by Chairman Kelley. All were in favor. Motion carried.* There was some discussion about resurfacing. Selectman Robie asked about excavating out the material. Road Agent Lewis asked if they wanted to add excavation to the warrant article. He mentioned on certain parts of Depot Road it will have to be raised, so there is no point in digging it out. Selectman Robie said this is more of a resurface rather than a reconstruction. Road Agent Lewis said the was correct.

ARTICLE 15.

To see if the Town will vote to raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000) for excess winter road maintenance, these funds will not be used unless the operating winter maintenance funds are exhausted. This will be a non-transferable appropriation. Said funds to be expended under the direction of the Board of Selectmen. *Selectman Snow motioned to move Article 15 to the warrant as written and recommend this article. Seconded by Selectman. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 16.

To see if the Town will vote to raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to be placed in the existing Revaluation Capital Reserve fund for the Future Revaluation of the municipality. Said funds to be expended under the direction of the Board of Selectmen. Selectman Snow questioned why they were putting in \$20,000 and why don't they have agents. He questioned if this was the final amount to be paid for the reval of 2014 or are they building money for the 2019 reval. Selectman Robie replied they are building the money. The money will have been expended in 2014 after this reval. Selectman Snow thought they should change the wording as the Selectmen would be agents to expend. They can't expend it without going back to the legislative body. Selectman Robie thought the legislative body already knows that. Selectman Soares thought they should note on the warrant article this is for the 2019 reval. She noted this is on the warrant year after year. Selectman Robie explained this is what it costs us about \$20,000 a year. Selectman Soares understood but the citizens should know we are saving for the reval in 2019. Selectman Robie said that is why its call a capital reserve fund. Accounting and Payroll Clerk Donna Becker said in the town report it will show that some of the money was expended for the reval that is happening now. It will show the new balance. Selectman Robie asked if they need to add an agent. It was noted that the phase "Said funds to be expended under the direction of the Board of Selectmen" to this warrant article. *Selectman Robie motioned to move Article 16 to the warrant as amended and recommend this article. Seconded by Chairman Kelley. All were in favor. Motion carried.*

ARTICLE 17.

To see if the Town will vote to raise and appropriate the sum of Fifty Thousand Dollars (\$50,000) to be deposited in the Fire Apparatus Capital Reserve Fund, established under RSA 35:1 at the March 1991 Town Meeting, for the future purchase of the fire apparatus and equipment with the Selectmen appointed as agents. *Chairman Kelley motioned to move*

Article 17 to the warrant as written and recommend this article. Seconded by Selectman Snow. All were in favor. Motion carried.

ARTICLE 18.

To see if the Town will vote to raise and appropriate the sum of One Hundred Thirty Three Thousand Eight Hundred Eighty Dollars (\$133,880) for the operating expenses of the Smyth Public Library. Funds are to be expended under the direction of the Smyth Public Library Association. The library has no default budget; a no vote means you favor closing the library. (Submitted by the Smyth Public Library Trustees) Selectman Snow said he would like to strike the last sentence. Selectman Robie asked if a budget was submitted by the Smyth Library. Administrative Assistant Hansen said she did not receive one. Selectman Robie said he would like to see where the increase is. *Selectman Robie motioned to move Article 18 to the warrant as amended and recommend this article. Seconded by Selectman Soares. All were in favor. Motion carried.* It was noted that they Library Trustees should submit a budget every year with the warrant article.

ARTICLE 19.

to see if the Town will vote to raise and appropriate the sum of Four thousand, Six hundred and Fifty dollars (\$4,650.00) for the first phase of updating the Candia Master Plan per RSA 674:3. (Submitted by the Planning Board) *Chairman Kelley motioned to move Article 19 to the warrant as written and recommend this article. Seconded by Selectman Snow.* Selectman Robie asked who would be doing this and is it the CIP (Capital Improvement Plan). Chairman Kelley said SNHPC (Southern NH Planning Commission) would be involved with this. Selectman Soares noted the CIP is different. Selectman Snow explained the CIP talks about how you fund that which has been described in the Master Plan. Selectman Robie knows they have a Master Plan, but didn't think they follow it that good. Chairman Kelley explained it needs to be updated its very outdated. Selectman Robie asked what is outdated about it. Chairman Kelley said there are a lot of things that need to be improved in this town according to the Master Plan. Selectman Snow said it needs to be updated on a regular basis. The Master Plan is a vital part of protecting the town. *Chairman Kelley, Selectman Soares, Selectman DePuy, Selectman Snow were in favor and Selectman Robie was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 20.

To see if the Town will vote to raise and appropriate the sum of Four Thousand Dollars (\$4,000) for the operation and maintenance of the Fitts Museum. Said funds to be expended under the direction of the Trustees of the Fitts Museum. (Submitted by the Trustees of the Fitts Museum) *Chairman Kelley motioned to move Article 20 to the warrant as written and recommend this article. Seconded by Selectman Snow. All were in favor. Motion carried.*

ARTICLE 21.

To see if the Town will vote to reinstate, in accordance with RSA 298:6, III, a five-member Board of Cemetery Trustees. If this article passes the Board of Selectmen will appoint the Cemetery Trustees. Selectman Snow said this is inconsistent with statute. There was some discussion about the wording. It was noted that it should say "If this article passes, a new board of cemetery trustees will be elected at the town meeting next following this vote." Selectman

Robie said if they can't have the wording that Selectmen can appoint the cemetery trustees the first year, he would just as soon strike this article from the warrant. He would like to research it a little further. Selectman Snow said when he submitted his proposed petition warrant articles he put the wording that is consistent with statute. Selectman Snow said if this passes it will give them the opportunity to start recruiting people for next year's election. Selectman Soares thought the Board should remain as the cemetery trustees. Chairman Kelley suggested that they strike the warrant article. Selectman Snow said the Board said they would submit this as a warrant article a month ago, now he has one day to get a petition signed. He felt this is something that needs to happen. There was further discussion about the cemetery trustees. *Selectman Snow motioned to move Article 21 to the warrant with the correct wording and recommend this article. Seconded by Selectman Robie. Selectman DePuy, Selectman Snow, Selectman Robie were in favor and Chairman Kelley and Selectman Soares were opposed. Motion carried on a vote of 3 to 2.*

ARTICLE 22.

To see if the Town will vote to establish a five-member Board of Trustees for the Old Smyth Memorial Building. The Board of Selectmen will appoint the members for their first terms. Selectman Snow thought there should be more wording in this article and they should refer it to Atty. Mayer. Selectman Robie thought this was simple enough so the residents would understand and then they would write a policy to go with it. Selectman Snow didn't think this would fly legally. Selectman Robie said he didn't see why not, but they would run it by Atty. Mayer. *Selectman Robie motioned to move Article 22 to the warrant after sending wording to the Town Attorney and recommend this article. Seconded by Selectman DePuy. Chairman Kelley, Selectman Robie, Selectman DePuy, Selectman Snow were in favor and Selectman Soares was opposed. Motion carried on a vote of 4 to 1.*

ARTICLE 24.

To see if the town will vote to raise and appropriate the sum of \$17,500.00 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) Selectman Soares asked if they had money left over from last year. CYAA President Paul LeBlonde replied no and he isn't the Treasurer. He noted the money for this year is set aside for general use. Last year it was for equipment and uniforms. Selectman Soares suggested they bring numbers to the Deliberative Session. There was discussion about recommending this article. Selectman Robie clarified they are asking money for a private, profitable organization. CYAA President Paul LeBlonde replied they are a nonprofit organization. The money they are asking for is about 15% of their operating budget. They don't ask for more because they do a lot of fund raising. Selectman Robie thought they should see a budget. Citizen Frank Reczkowski said the Board just passed the library warrant article for \$133,000 and they didn't have a budget. Selectman Robie said he asked for the budget. Chairman Kelley noted they usually turn in a budget. Selectman Soares said the CYAA has a budget of \$150,000 have they considered cutting their costs. There has to be ways to save money. CYAA President Paul LeBlonde noted that Pleasant Hill Landscaping was plowing and mowing their fields for them which saved about \$15,000. They're gone now and that is an additional \$15,000 in their budget. Selectman Soares asked when they put new improvements is

that factored into their budget. She felt they need to look at their budget and try to figure out their wants and needs. If they have a budget they should budget accordingly to what their needs are. CYAA President Paul LeBlonde said they do that every year, because it is a business over there. It is volunteer run and it's hard. They have 200 children participating over a course of a year. They provide a pretty good number. He noted the Visiting Nurses Association provides a tremendous service but they provide a service to roughly 60 people. The CYAA provide a service to three times as many people as that. Its triple to what the Visiting Nurses is asking, so to him it balances out. Citizen Becky Sarra asked if he was seriously comparing the two organizations. CYAA President Paul LeBlonde replied that he was talking number wise. He wasn't comparing what they provide; he was comparing the number of people that get the service. Selectman Soares said the Boy Scouts are non profit and they don't come to us asking for money. They don't necessarily charge us to deliver the town reports; we make a donation to the Boy Scouts. She felt they were in the same category as the CYAA and she didn't think it was acceptable. Selectman Snow said they are standing in the place of a recreation department. The reason they built that building is because they didn't build a community center. He felt this was a bargain. Selectman DePuy thought they were a great organization. He felt they did a good job and it's a good facility. They are providing something good for the kids in town. CYAA Member noted they do provide an open gym membership to anyone in town. They just have sign that they understand the rules. Selectman Robie said the School Board in the past was looking for \$9,000 for a baseball team that they can't seem to fill the spots and it was the same for the lacrosse team. He felt the money wouldn't get used. CYAA President Paul LeBlonde said the CYAA and school are different and that is just one sport. There was further discussion about students participating in sports. *Selectman Snow moved to recommend this petition warrant article. Seconded by Selectman DePuy. Chairman Kelley, Selectman Robie, Selectman Soares were opposed and Selectman Snow and Selectman DePuy were in favor. Motion failed to recommend on a vote of 2 to 3.*

DARE Car Warrant Article: Selectman Soares motioned to recommend the warrant article for the closure of the DARE Car Trust Fund. Seconded by Selectman Robie. All were in favor. Motion carried.

The Board to authorize payment of payroll checks and accounts payable checks. Selectman Snow announced the grand total of payroll and accounts payable checks for December 19th, 26th, January 2nd, 9th, and 16th is \$760,984.84. Selectman Snow motioned to accept the accounts payable and payroll checks for December 19th, 26th, January 2nd, 9th, and 16th in the amount of \$760,984.84. Seconded by Selectman Soares. All were in favor. Motion carried.

Approval of Previous Minutes: Public meeting minutes of 12/9/13 and 12/16/13. Chairman Kelley motioned the December 16th, 2013 public meeting minutes as amended and the December 9th public meeting minutes as written. Seconded by Selectman Snow. All were in favor. Motion carried.

Other Business

Comp time: Selectman Soares asked what comp time is and when as a Board did they vote on this. We have nothing in our personnel policy that covers comp time. Selectman Snow said it

was right about the time they shut off overtime. Selectman Soares noted that Chairman Kelley has been signing off for comp time for an employee. Chairman Kelley asked which employee. Accounting and Payroll Clerk Donna Becker said it was her. Selectman Soares said there is nothing in the personnel policy that covers comp time and she wasn't sure if some of the employees were aware of this. She is confused of why one employee gets comp time and the others don't know about it. Selectman Robie didn't think they are giving anyone comp time. They are supposed to be working 40 hours per week. If they work over that we only pay up to 40 and the rest is comp time. Selectman Soares said this isn't proper business. Selectman Snow thought it was written somewhere. Selectman Robie said they have something in writing that there is no overtime. Selectman Soares said that is in the personnel policy. Selectman Robie said if a person is working 44 hours in one week, they are willing to get 40 hours of pay. Selectman Soares replied then they are getting 9.5 hours worth of comp time. They don't have anything in the personnel policy that covers comp time. Selectman Snow thought this was written somewhere. If they don't the Department of Labor could stick it to us. Selectman Robie thought in a small town the employees may be willing to make concessions. Selectman Snow said he is not sure about labor laws and didn't know if this should happen. They need to have it written down. Selectman Soares said she has seen snow days on people's time cards and we don't have anything about snow days in our personnel policy. They have floating holidays and there are additional one showing up. It needs to be fair and every employee needs to be aware of it. Selectman Robie said if they have an employee that needs to put in a few more hours what is the employee supposed to do. Selectman Soares asked do they need more people helping out. If the employee has to work extra hour is it too much of a burden for the employee. The policy is in place so the employees need to know what is allowed. There was further discussion on comp time and the personnel policy. Selectman Robie thought comp time was mislabeled. Selectman Soares reiterated the comp time needs to be accounted for in the personnel policy. It creates an unfair workplace if you don't. Selectman Snow stated if it's not written down then it doesn't exist. Selectman Robie said they will look into this.

CIP: Selectman Soares would like to review the CIP (Capital Improvement Plan) at the next meeting. She has some questions and concern on the CIP. Chairman Kelley said the Planning Board will be discussing it, he didn't know why the Selectmen had to discuss it. Selectman Soares replied it affects them too; they are in charge of the town. She has questions and maybe he can bring them back to the Planning Board. Selectman Robie thought they should follow one of the plans they have in place. Selectman Soares had some questions on some of the numbers and she didn't agree with them. Selectman Robie said they could put this on the agenda for the next meeting.

Employee request: Selectman Soares asked if they will be having a non public regarding the request they have received. Chief McGillen said he is doing the research on it and the Board can call for a meeting whenever. Selectman Soares said this employee has asked for a meeting. Chairman Kelley asked if they could do it in a public meeting. Chief McGillen said they may want to check with Bart on whether it should be public or not. Chairman Kelley said Chief McGillen asked him to hold off. Chief McGillen replied Chairman Kelley was correct and he didn't think they were ready this evening. Selectman Soares said this employee asked for a meeting and it is our responsibility to do it. Selectman Robie said they could have taken care of

it before it comes to a meeting. Selectman Soares replied he asked for a meeting and since when have we denied our employees an option for a meeting.

Selectman Robie said Stantec was at the old recycling center digging test pits today. They should get the results soon.

Selectman Snow asked if they were going to have any more meetings for the warrant articles that come in before the end of the month. He noted the warrant has to be posted the day of our next meeting are they going to meet between now and then. They need to do something to make sure they get on there with a recommendation. Selectman Robie didn't think they should put their recommendation on petition warrant articles. Every time they do it turns into a mess. Just like this evening everyone left with hard feelings. Selectman Snow noted they don't have to do that. We do it because the citizens have asked how the Selectmen feel about certain warrant articles. Selectman Robie said if the Board of Selectmen felt good about it they would have put it on the ballot. Selectman Snow replied not if it is a petition warrant article. The Budget Committee puts a recommendation for anything that has money on it. They don't do anything on the rest of them. It was noted that tomorrow is the last day to submit petition warrant articles. Selectman Snow said they may have to meet before the January 27th meeting if they have something that is necessary for the warrant. If they need to make any changes it will have to be between now and the 27th. Chairman Kelley asked what the changes they would make. Selectman Robie said remember when they didn't have enough signatures on the CYAA warrant article. They had to hold a special meeting so the Board could put it on themselves so they could eliminate a festuche. He doesn't know what is going to happen and they don't have a final warrant now. Chairman Kelley said it has to be done before the mailer goes out.

Selectman Soares motioned to adjourn 10:00 p.m. Seconded by Chairman Kelley. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen, Recording Secretary