

~~Unapproved~~ **APROVED**
Candia's Selectmen's Public Meeting Minutes
November 23, 2015

Attendance: Chairman Carleton Robie, Vice-Chair Boyd Chivers, Selectman Scott Komisarek, Selectman Susan Young, Selectman Craig Sandler, and Administrative Assistant Andria Hansen.

Chairman Robie opened the meeting with the pledge of allegiance.

Approval of Previous Minutes: Public meeting minutes of 11/09/15: Selectman Sandler mentioned that he was given the updated job descriptions for the recycling center, so as far as he was concerned the "Evaluations" paragraph could be removed. Chairman Robie said they would note this correction in the new minutes. Selectman Chivers moved to accept the November 9th, 2015 public meeting minutes as amended. Seconded by Selectman Young. All were in favor. Motion carried.

Boy Scout Andy Hawes to discuss his Eagle Scout project with the Board. Andy Hawes explained his Eagle Scout project and proposal and what he will be doing is the restoration of the Sam Walter Foss Memorial. It's located on the corner of Brown and Palmer Road. He would like to restore the flag pole, there used to be one in the 30's and 40's. He would like to put a granite monolith with a bronze plaque commemorating the 170th Helicopter Battalion. He wants to put a bench there which can be granite or steel coated. He would like to put up a white fence which matches the house across the street. It will be made out of hemlock and painted white. There will be a sign on the fence with some gold leafing which will read "Veterans Park". It will be in front of the flag and the bench. The cost is approximately \$4,000. Chairman Robie asked if he spoke with Russ Mowry. Andy said that he has and will be working with him. He said he needed a representative of the Board to sign the application and be a contact for him. Chairman Robie said he would do that. Selectman Chivers asked if he had any big plans for this park. He asked if he had any schematics or anything they could see. Andy replied that he currently didn't have anything, but he will have a diagram drawn up soon. Selectman Sandler asked if this project will complete his Eagle Scout. Andy said this will complete his Eagle Scout project and then he'll need merit badges to complete the project which he'll need that by May. Selectman Chivers asked about the 170th Helicopter Battalion and was that Russ Mowry's Battalion. Andy said it was the Battalion he flew with and he wasn't sure if it was going to be a plaque with names or it was going to say commemorating the 170th Battalion. It is going to be for the members he flew with that never returned from Vietnam. Selectman Komisarek mentioned there was discussion on whether it would be lit or not. Andy said it was going to be lit and there will be a solar light either below the flag pole or on the flag pole illuminating the flag at all times. Selectman Chivers said the only concern he has is if there were other units that perished in Vietnam besides that one and we're going to dedicate public space in Candia to just one particular group of people that suffered in the Vietnam War. They don't generally pick out who they acknowledge for their service by unit, it's usually by period or a campaign. It sounds like it's Russ's choice on what to put in that park across the street, but that could be leaving out all of the other veterans that could be similarly acknowledged. Andy said he could change it from 170th Battalion to maybe memorializing the whole war. Selectman Chivers said that would satisfy his concern. Selectman Komisarek said Andy mentioned hemlock and maybe painting it

to the way it was in the 20's and 30's, but they have AZEK composite board and it's something they may want to consider. Andy explained that has come up but the point was to keep it the same on both sides of the road. Selectman Chivers asked if he was going to coordinate this fence with the Road Agent. Andy said the fence was going to be back pretty far from the road. Selectman Chivers asked who was going to take care of the park when it was all done. Andy said there is a guy who comes and mows the lawn once a week and he said he would take care of the fence if anything happen to it. Chairman Robie said it's Bob Pike. Andy said Mr. Pike has been talking with Mr. Mowry. Selectman Young commended Andy on what he was doing and the Eagle Scout is a very special achievement. She gave him a lot of credit on sticking with it. Selectman Komisarek asked if the Board could get a diagram before he proceeded. Andy said he would get one very shortly.

The Board of Selectmen will hold a public hearing at their regular scheduled meeting on to accept quarterly grants and donations in accordance with RSA 31:95-b, III (a). Chairman Robie announced that three grants were received for the 3rd quarter from the State of New Hampshire: Highway Block Grant in the amount of \$32,711.23, Fire Department – DHS Grant in the amount of \$734.84, Fire Department – Personal Protective Equipment Grant in the amount of \$791.84. Selectman Chivers motioned to accept the three grants from the State of New Hampshire. Seconded by Selectman Young. All were in favor. Motion carried. Selectman Chivers noted they received a welfare donation for \$1,500. Administrative Assistant Hansen said they would accept that donation with the 4th quarter donations.

Andrew Keller of NH Solar Garden to meet with the Board. Chairman Robie mentioned that Mr. Munn had come in and discussed this with the Board back in January and April. Mr. Keller felt it was appropriate to come and talk with the Board at this point. He wanted to give the Board a little bit of an overview of what has happened in New Hampshire over the last year and a half. As a New Hampshire based company he wanted to bring the Board up to speed on some opportunities to think about and some ideas. There is one site that he has taken a look at that might be an opportunity to bring solar into the town and also create a new source of income and savings for town electric consumption. The solar industry in New Hampshire has been slow to evolve. There are other states in New England that have had a lot of success around solar development. The State of New Hampshire has seen a very small uptake in solar, mostly on the residential side. Until about two years ago there was no mechanism for us to develop larger scale solar projects for towns, schools, and non profits that may have land, space or rooftops as a good solar site. This rule was called group net metering and it was signed into law about two years ago. Right around the time the rules were initiated his organization started to do some of the development work. The final rules were physically completed and finally signed off about six months ago. What has happened over the last year in a half is that companies like his have gone out and talked with towns, schools, non-profits, and private landowners to see if there is an opportunity to develop a solar garden. A solar garden in its simplest form is community solar where we take a central location which is a good solar site, so it has good sun exposure and might have the type of infrastructure of the street so they can physically connect these projects. What they would do under this new law is move the power from that location to the town's building such as this one. It is a financial transaction moving electrons from point "a" to point "b", but this is an opportunity to share in the value of solar. They took a lot of risk in seeing if this was something that towns would permit. They hadn't seen a lot of these types of projects

before. The largest project prior to this type of development was the Nashua Airport Project. There were some larger rooftop projects and some modest on a smaller commercial scale. To go to a town and ask for the permitting of a large 4 or 5 acre project was totally new to a lot of different towns and Planning Boards, so they took a leap of faith to get out there and introduce the concept to these different towns. He is happy and grateful to be in front of the Board of Selectmen at this point, because they aren't here early on. This is a cool idea that is happening in other states and they should do it first. Once they started getting a little momentum with his company, more and more towns saw this as a great opportunity. Lots of towns have town land that is creating no economic value to the town. There has been limited opportunity for towns to have long term energy saving solutions. There are energy efficacy programs, they go out to the market and buy one, two, or three fixed programs with competitive suppliers. There have been some up sides and down sides of that with different organizations. This is also a new taxing income source for towns. The first project they are starting construction on is in the Town of Milton, NH. They are starting construction this month. Their Board reached out to us and said they had a landfill and they thought it was a great site for solar. After some site visits they realized that the infrastructure was there and the landfill was old enough and could handle putting the solar right on it. They started the process with them very early on. It took them a year to get to where they are today. They are physically on the landfill building a 1 megawatt solar array on the landfill. A town like Candia is a smaller town and from the information he has gathered there isn't a lot of energy consumption in this town. They do have the landfill site that has had some work done to it. It wouldn't necessarily make sense to put something that size onto the landfill. It is a smaller site and the infrastructure on the street only allows for a certain size system. It would make sense to put something towards the front of the landfill. Unless there are some plans that he isn't aware of from the town's planning prospective, it makes sense to use that land. If there is a monitoring fee that the town has to incur every year it would be a way to offset that. This was Milton's perspective. They had a \$10,000 per year engineering and monitoring fee which they had to pay and this will offset the cost which is a benefit to the tax payers. There are different ways that you can look at solar in your town. Some town's only have the opportunity only to save energy, because they don't have town land. This location would be a small example of what a small town in New Hampshire can do to have a long term energy savings program in place. They would lease that land to a private developer like us or other companies that do this type of work in the state. The tax revenue isn't going to be a big number because it's not a big array, because the town doesn't use a lot of energy and there isn't a lot of land to do a larger sized system. The infrastructure doesn't really support it and there is only single phase power out there. The thought process for the Board is that this is a different way of looking at town assets. Solar is here and they are not new to it, it's not the first time a company has gone through the process. They have over 33 projects going on in the State of New Hampshire. They are as far west as Hinsdale and as far north as Lisbon and they are in the southern part of the state. They have two landfill projects that have been approved already and they have another one on the way. They can leverage a lot of that experience and they are happy to share references with other towns. They are going to be able to point them to a site so they can go and see what it looks like. The site in Milton is going to be done soon. They do have a smaller project that is similar in size of what the contemplated here. It's in Somersworth at a low income property that has just finished being constructed. It has been commissioned and signed off on by Eversource. So they do have some projects they can point them to. In light of the fact that the project was signed off on five or six months ago for an organization like ourselves, doing

larger scale projects even if we have permits in hand it takes the banks a little bit of time to go through the underwriting process, order equipment, and physically start construction. He thought this rounded out the thought process for the town. He noted this meeting was very informal; he just wanted to get his name and face in front of the Board. Selectman Young asked about tax revenue for the town and what is that based on. Mr. Keller explained they've gone to towns for a pilot, payment in lieu of tax type of structure. They aren't looking for the same type resources that a subdivision might be looking for. They aren't putting kids in school; hopefully the police don't have to come out if there for a vandalism issue or any type of fire issue around the array. Some solar projects like at the residential level have an exemption in place in some towns, but this is a commercial entity and respectfully it should have some tax impact. They also aren't putting in a Wal-Mart or a subdivision where they are putting kids in school. The pilot has been a mechanism they have used with a lot of towns. It was more appropriate to go to the Boards and ask for a pilot this way they had a known factor and the town had a known factor of what the tax revenue coming in was. It's based on a revenue structure. It is a revenue based type concept. Selectman Chivers noted our town has an exemption for solar arrays on residential dwellings and would the same exemption apply to commercial. Mr. Keller thought there was a lot of gray area in that for the Town Assessor to analyze. If there was a building they were going to attach this array to it is technically as an accessory use. Most assessors can get their head around the fact that this is accessory use i.e. like adding a generator to your home. They might pick up on the fact that it is there but they may not assess for it. They've seen that at a commercial level in some of the towns they have worked in. This is a standalone system and yes it is for the town's only consumption. This is where there is a gray area and would the town want to tax it. They build their financial models to incorporate all of that, leasing the land, providing an energy savings to the town, and a potential pilot tax program. They build it in if they don't need it obviously that helps the numbers and they can share some of that in the energy savings but ultimately they want to plan that it's there. Selectman Chivers asked Mr. Keller to explain how the town gets energy savings out of this whole thing. Mr. Keller said other states have had an on bill credit mechanism which means if they put a solar array at the New Boston Road location and they generate so much power, they can say to the utility put the value of that power over here on the electric bill. It's like if you over pay your electric bill you would get a credit. In New Hampshire for whatever reason they chose not to do that when they wrote the rules. They left it up to the private developers and installers to figure out a mechanism for everybody to benefit in the value of solar. They created a solar rebate, so you would continue to pay your electric bill with Eversource just like you always have. Then if they can come to an agreement for a rate for power, say it is 9 ½ cents they would send you a rebate payment every month to make sure your electric bill equates out to 9 ½ cents. If today's power source rates are 10 ½ cents and they sign an agreement with the town for 9 ½ cents they would be paying the town a check every month to make sure that your equivalent energy rate is 9 ½ cents. Selectman Chivers asked if there was a chance that future electric rates could go below your hypothetical 9 ½ cents. Mr. Keller said absolutely and what they have done is some evaluations for towns and looked at an escalating and deescalating model. Most towns that they have successfully worked with could all agree that the energy rates are going up for a period of time. No matter what your beliefs are on Kinder Morgan or Northern Pass or other opportunities that have come to this state that may have an impact on your electric bill. What they have come up with is over the seven to eight years let's assume what we know from the past is representative of what the future may hold. Then the electric rates will continue to work their way up. Let's say at years seven and

eight something does happen and allows the electric rates to go completely in the other direction, what happens to your electric bill. The real concept is you are creating all of these savings for seven, eight, or nine years. You might start to tip the scales. When you get down to twenty years you may still be positive. It might not be a big number, but it represents the most extreme scenario that could take place in our energy markets. If it goes below that the town signed up for an agreement to save your power rate at 9 ½ cents and it escalates each year. Maybe in year 12 you're paying 15 cents but power rates might be 14 cents, so it would be a reverse invoicing process. It would be reverse credit on your bill, the next time it goes the other way it will eat into that credit. Selectman Chivers asked if the price they get for producing this power goes up, does the town benefit from that. Mr. Keller said they have 5 or 6 different options for energy rates. He just contemplated a couple of their most obvious ones. They do have an option for towns where they do have a floating rate, below whatever that retail rate is. They have to build in a floor, they can have their upside and downside to energy. They build in a floor rate of 8 ½ to 9 cent range and it will just follow anywhere from 10 to 15 percent below whatever that rate of power is at that time. You take that risk if it bumps against the floor, but that is a pretty low number. Selectman Chivers asked what the duration of the contract is. Mr. Keller said 20 years. Selectman Chivers asked if their equipment lasts 20 years. Mr. Keller said the warranty on panels is currently 25 years. The inverters are 10 to 15 years depending on the inverter you use. Selectman Chivers asked if they perform all of the maintenance. Mr. Keller replied they own it, operate it, maintain it, insure it, and decommission it. They have decommissioning language in their leases that are consistent with their municipal requirements. They've had many other municipal attorneys' review all of our contracts. Selectman Komisarek asked if Atty. Bart Mayer has seen the contract. Mr. Keller said that Atty. Mayer has reviewed Antrim's and Hillsborough's. He completely approved contracts with those communities. He has been very instrumental in helping make sure that those are up to municipal standards that New Hampshire represents. Chairman Robie asked what would be the value of a system at the New Boston Road site. Mr. Keller said it would be just short of a 100 kilowatt sized system and producing about 115,000 to 120,000 kilowatts a year of energy. The reason they focused on that size is because of the physical space available without going up on the cap and there is single phase power out there. The largest sized system they've been approved in Eversource's territory for on a single phased line is 170 kilowatts, so he wanted to be conservative on what he knew could be approved and the utility level. Until Eversource comes out and approves the site it's a guesstimate. There is also a state rebate program that is influx, its moving through its third generation. There are monies available in this past year's budget and next year's budget on proprieties 100 kilowatts or smaller. Instead of going after something bigger and its competitive grant program which is a challenging program. They have been awarded, but it is a very complex and you never know if you are going to get it until you get it. Selectman Chivers asked in addition to the taxable improvements you make to that site would you be paying the town a lease payment every month. Mr. Keller replied yes and thought it would be about \$1,800 per year. Selectman Chivers asked if that tied to any specific figure. Mr. Keller explained it is a \$13,000 to \$15,000 per megawatt standard situation that they price their project on because they work with a lot of municipal and public sectors. They can pull up the minutes in Milton and see what they are charging. One might be a little higher than others because of infrastructure issues or other items. They do try to keep it in the \$13,000 to \$15,000, the highest they have gone is \$17,000 per year per megawatt. Selectman Chivers asked if a lot of these projects turn on the eligibility for the federal tax credit. The federal tax credit expires at the end of next year. Mr.

Keller said it doesn't expire for commercial, but residential it expires all together. There are two competing issues. The first one is the federal tax credit. They have to be considerate of that; it is a very real consideration for development. Even a small project has to go through the process and it takes time. They have to think about that moving forward. This is money put out that if we miss it, they lose all of that money they put into it. The other issue in New Hampshire is there are net metering caps that allow these programs to work. If you read anything in the news there is a conversation about a lot of these caps being filled. Liberty is officially capped. Eversource has stated if all the projects in the queue get built they'll be 20 to 30% beyond their cap. Unitel is trucking their way towards their queue as well. Selectman Chivers asked if the cap was set by law. Mr. Keller replied yes and it was a statutory ruling many years ago. When they started to put the caps in place they went from 0 to 8 or 9 megawatts of solar development in the last 8 or 9 years. It is a 50 megawatt cap. They never contemplated that it would grow this quickly. This has to be group net metering. Selectman Chivers asked if he brought any numbers and how much this town would save. Mr. Keller didn't think they were that far in the process, so he didn't figure out any savings calculations. If the Board has some interest in learning some more, he can get a more detailed 3 or 4 page proposal for the next meeting. Selectman Sandler asked what kind of revenue the town could receive. Mr. Keller said the lease is \$1,700 to \$1,800 per year and the taxes may be \$300 or \$400 per year. The energy savings could be \$1,200 to \$1,500. Selectman Sandler said he had a figure of \$3,000 or \$4,000 per year. He clarified they do all of the work and the town gets \$3,000 per year. Selectman Komisarek said the point that Selectman Chivers brought up is there is a risk of energy prices going up or going down no one knows where the market is going. Business people like predictability. If someone told him he could buy gas for \$2.00 (per gallon) for the next year, he'd sign him up. It's just like when pre buy oil it's a gamble. He noted between tax credits, state money, and all of the incentives that go into it, solar energy can be produced cheaper than fossil fuel from Eversource. They have locked into it for 20 years and they don't know the direction. Selectman Young said her concern was future generations. She loves solar and it is conserving our environment if nothing else. You want it to be cost effective, but it is the right thing to do. Mr. Keller said what he learned in this business is that they need to prove it on the balance sheets first. Selectman Young asked if there are other companies that can come before us. Mr. Keller replied there are and this meeting is just informational. His company is not an installation company. There is a big distinction between a solar installer and a development company. They have the skill sets in getting all of the permits and going through the regulatory process. He is not the guy to ask about installation. There are a lot of good installers in this area. Sometimes they hire them to do the installations for us. His job is to make sure they meet DES's requirements; meet the local permitting process; they'll bring engineers before the Board when it is time, and they'll make sure the public utility company is happy. Chairman Robie asked if there was anything the Board wanted to move forward with. He thought this should go to town meeting and they should consider this first. Selectman Sandler thought it should go out for competitive bid. Chairman Robie said they have to know what they want. It needs to go to vote and they need to talk with DES. He could get in contact with Doug Kemp (of DES) if the Board would like. If the Board would like to consider this they would need to write a warrant article. There is no sense in have Mr. Keller do a whole lot of work and then get refused by the town warrant article. Selectman Chivers said what they can do is get the construction specs for the panels, so DES can see how much of a disturbance to the soils it would be down there. Mr. Keller said to his knowledge there have only been three applications submitted to DES for solar

projects on landfills and two of them have already been approved. They know our expectation and it would be the same exact process. He noted they should stay off of the capped landfill. The minute you engage DES from a permitting prospective the engineering costs are very high. This is a small project to begin with and it would incur too many expenses. Selectman Komisarek asked if there are ballasted systems. Mr. Keller explained because of the nature of this site it probably would be. If it is a sensitive site and it would make DES feel more comfortable that's how they build them on landfills. Selectman Chivers asked if they build a frame and mount the panels to a frame. Mr. Keller explained the system they use is like a plastic tub, they build the racking in the tub, and then they put the panels on the racking. Then they pour in the tubs and that is the ballast box. They are minimizing the impact to the landfill area. Chairman Robie asked how much area that would take up. Mr. Keller said it would be approximately a half an acre. Selectman Chivers asked if there would be any trees in the way. Mr. Keller said there were a few trees, but they would do a site analysis. He pointed out that there were a lot of other towns that chose not to go to town vote or for certain aspects. In Hillsborough they just went to the town and said they wanted to lease the land. Initially they could do that after speaking with the Atty. Mayer and they realized they could sign that type of an agreement with or without an RFP. The Town of Antrim chose not to go with an RFP. This is totally the Board's discretion. When it came to signing off on a long term power agreement (in Antrim and Milton) they did bring it to town meeting. They only challenge this Board might be facing is if they wait until the town meeting time frame to start the process, there won't be enough time to meet the end of the 2016 tax credit issue. They have to be aware of that. If they don't give any installer the time to put the pieces together they will bump up to the 4th quarter of next year and they won't get equipment. Just some advice from his experience, so maybe a consult with the town attorney will give the Board a little more comfort. Chairman Robie said he wouldn't feel comfortable putting something on New Boston Road without going to the people. Selectman Young said if the Board wants different bids or different options this is one company. Is there a way to get different bids, so they have some options? Mr. Keller suggested going to some other towns that have already put out RFP's. This way they wouldn't need to create an RFP and they could get a few bids and they would have some selection. He noted if they have to go through the DES it is a 120 day process. Citizen Eric Shifflett said this isn't the type of situation where the town needs to look for RFP's or competitive bids. It's not the typical business model for solar. This entity wants to build and generate revenue from the sale of electricity. The production of electricity is compensated by the utility. What they want to consider here is what about the fluctuation of the rates of electricity. They can go up or they can go down. They could have a reduced return if the rates fluctuate. He thought in this business model for a group net metering arrangement the town should consider what the leased land is worth. Rather than lease for \$2,000 and one set off per kilowatt hour of the town's used electricity. If the town was to set a lease rate of \$3,800 or \$4,000 a year fixed, the town would have guaranteed income if electric rates went up considerably and the entity of the structure would profit more but the town doesn't have any risk. He thought the town needs to do a little more consideration to determine what a lease rate would be. He would be happy to provide some input into the economics of a group net metering arrangement and help make an informed decision. He didn't think it was the type of decision that needed to be made today. He also didn't think it needed to go to town vote. He thought what was simpler is does the town want to lease this space to this entity for this dollar amount provided this entity's not going to disrupt the cap or cause any problems with environmental or zoning issues. It becomes a little more straight

forward if they look at as do we want to lease the land to this entity for this purpose. Mr. Keller said they have another town where they went through the same process and they told them what their standard options were. There are creative ways to do this and going with an RFQ is a low risk option for the town and the Board could consider four or five ideas. Al Hall of Adams Road said he liken this to buying a new computer. They are buying a piece of merchandise for the town and it shouldn't have to go before the tax payer. Mr. Shifflett explained it is leasing the space for another company to make merchandise. The merchandise the company would be making is electricity. They can sell that electricity to whomever they like or compensate people for their participation in the project. The group net metering law requires Eversource to pay for a group net metering project to host an array for full cost of electricity production for all the fees of kilowatt hours. The law also says that the host needs to have enough subscribers to the project to exceed the capacity of the array; otherwise the host needs to pay back the utility for the excess production. So the host cannot profit from a group net metering arrangement, the number of subscribers to the project and their combined electricity consumption had to exceed production of the array. The arrangement becomes how much you pay each person who's committed to being a participant of the array. The economics are complicated. For the town and a project like this the town does not need to opt in to being a participant of the group. Then we don't have pay any money, submit our electric bill, or audited by Eversource on our usage. The town can keep it simple by allowing the entity to find its own subscriber base. It can be any Eversource town in New Hampshire. As long as they are Eversource subscribers they can participate. The project has to be viable, so the town can't ask for \$5,000 per month, because this will only generate at a max \$17,000 per year. The lease rate has to be reasonable for the town. Selectman Komisarek said if someone were to ask him 10 years ago, here are public service rates today and rates could go down in five or ten years and you can lock in now. This is still part of the conversation. Personally he likes to know his costs and if he is a business owner and somebody says he is paying this for the next twenty years. Is someone going to come up with an invention and electric rates are going to decrease, it could happen. In the long run it is supply and demand. He likes the idea of a community buying in and knowing what it is going to cost us for the next twenty years. They can budget it and more than likely they can save money. Chairman Robie thanked Mr. Keller for his time.

The Board to discuss hauling contract for Recycling Center. Selectman Sandler said everyone should have a copy of the RFP (see attached). He didn't think it has changed much from the last one from six years ago. They need to get them back by December 11th in order to get this done by January. Selectman Chivers asked how they are going to advertise this. Selectman Sandler said it has to go in the newspaper and posted at town hall. He noted this is going to be for a 3 year contract. Chairman Robie noted they asked Waste Management to sign a one year contract and they said no. They have plenty of time to put this out to bid. They have three weeks before the next Selectmen's meeting. It will go into this week's paper and they'll run it for ten days. The deadline for the bids will be 3:00 pm on December 14th. The bids will be opened at the meeting. Chairman Robie asked when the bids come in are they going to take the lowest bidder. Selectman Sandler said not necessarily. The lowest bidder may not do what we want. They have the right to take any bid according to our own purchasing policy. He suspects that it will probably be the low bid, but he wouldn't say that it is in concrete. Chairman Robie thought the RFP was pretty brief on what they expect and when. Selectman Sandler thought they had to make it somewhat vague to cover all of the issues. If they want to make this into a legal

document they could make it twenty pages. For the purpose of bidding he thought it should be generalized. Since the last time they put out an RFP the town adopted a purchasing procedure there was no procedure prior and they just selected a hauler. Selectman Sandler motioned to put the hauling contract out to bid. Seconded by Selectman Komisarek. All were in favor. Motion carried.

The Board to open the sealed bids for the police cruiser. Chairman Robie announced that they haven't received any bids for the police cruiser. He thought they should rebid that for a minimum \$1,000. Chief McGillen thought that was fair. Selectman Chivers moved to rebid the ACO car for \$1,000. Seconded by Selectman Young. All were in favor. Motion carried. Chairman Robie noted they would be sealed bids and opened on December 14th at the Selectmen's meeting.

The Board to discuss the OHRV Grant with Chief McGillen. Chief McGillen said it was the same grant as last year for \$1,800 for 20 to 22 hours and they pay \$45.00 per hour. He thought it was a useful program to get that OHRV out there. Selectman Chivers asked if they use the OHRV in the winter. Chief McGillen said the timeframe is July 1st if it is approved by the Governor's Council. He would like to enter into an agreement with the Department of Fish and Game. Selectman Chivers moved to authorize Chief McGillen to apply for 2016 OHRV grant. Seconded by Chairman Robie. All were in favor. Motion carried.

The Board to have preliminary discussions about updating personnel policy and instituting merit pay program for the town employees. Chairman Robie said he would like the Board to take this information home and review it. He thought the information was very thorough. He thought they could have a work session some afternoon and update the personnel policy and evaluation forms for supervisors and employees. He also provided information from the City of Rochester regarding their merit pay program for their employees. They can't give merits if they don't have an evaluation program. They will discuss this a little bit at the next meeting and if there is interest to move forward they will schedule a work shop.

Chairman Robie to remind department heads of a working list of inventory for capital asset policy and update on perambulation. Chairman Robie wanted to remind the department heads about the capital asset list and they should be working on it. Selectman Chivers asked if there was a deadline for that. Chairman Robie said next spring before the auditors come back. He said the highway project Road Agent Lewis is working on would be helpful. Road Agent Lewis said that Accounting and Payroll Clerk Becker has sent him information on this. It's everything after 2003 that should be on the list. She was going to get some further clarification. They need to find out if maintenance is considered part of it. They are going to determine that. Chairman Robie said Patten Hill Road is a capital asset, it's an improvement and it has a value. Road Agent Lewis said they were getting clarification on routine maintenance stuff. Chairman Robie said they just want to know what they have and the value of it. If you upgrade you upgrade the capital asset the next year. There was further discussion about the value of capital assets and depreciation. **Perambulation:** Chairman Robie asked if Selectman Chivers was going to work on this. Selectman Chivers said he didn't know where to start. Chairman Robie noted that the Town of Hooksett sent in a request to walk the Hooksett line with them. Selectman Chivers said he would work on it.

The Board to appoint Stephanie Lazott-Croteau as Candia Volunteer Firefighter based on Fire Chief Young's recommendation and accept Firefighter's Rick McGregor's retirement.

Chairman Robie mentioned Rick McGregor retired after 18 years. Selectman Chivers moved to accept Rick McGregor's request to retire. Seconded by Selectman Sandler. All were in favor. Motion carried. Selectman Chivers moved to accept Stephanie Lazott-Croteau's appointment as a Firefighter based on Fire Chief Young's recommendation. Seconded by Selectman Komisarek. All were in favor. Motion carried.

The Board to authorize payment of payroll checks and accounts payable checks. Chairman Robie announced the grand total of payroll and accounts payable checks for November 19th and November 25th was \$67,119.78. Selectman Chivers motioned to accept accounts payable and payroll checks for November 19th and November 25th in the amount of \$67,119.78. Seconded by Selectman Sandler. All were in favor. Motion carried.

Other Business

Evaluations and Elected Officials: Selectman Chivers said that they discussed evaluations at the last meeting and someone said that our elected employees would be subject to the same process. According to the NHMA elected employees are not subject to an evaluation. They get their evaluation when they are elected to office. It would be improper for this Board to evaluate our elected employees.

Chairman Robie moved to adjourn at 8:16 pm. Seconded by Selectman Sandler. All were in favor.