

~~Unapproved~~ **APPROVED**
Candia's Selectmen's Public Meeting Minutes
January 11, 2016

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

Chairman Robie opened the meeting with the pledge of allegiance.

Approval of Previous Minutes: Public meeting minutes of 12/28/15: Selectman Sandler motioned to accept the Selectmen's public meeting minutes of December 28, 2015 as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

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

Highway: Road Agent Lewis read from the attached report. They had one plowable storm. He was hoping they would make until the end of the year without it. They need to do a lot of patching due to the warm, cold, rainy weather. He did the guardrail repair on Patten Hill Road. It made it through the first snowstorm without getting hit. He extended it another 25 to 35 feet and they did get reimbursed by the insurance company for a good portion of that. The reimbursement was about \$3,600. They have to pay for the extension part of the guardrail, but not the damage. This is the third time they have been paid for the damage. They did grading on Currier Road and Hook Road. He added gravel to Flint Road.

Police: Chief McGillen noted they had three commercial break-ins for the month of December. Sgt. Gallagher has been working on the case and a possible suspect has been identified. They've been working with a couple of agencies and he thought they were going to get somewhere on this. Other than that it has been a fairly average month for calls. Chairman Robie pointed out there were eight dog control offenses and did ACO Murphy respond to them. Chief McGillen said not all are ACO Murphy sometimes an officer will take the report.

Fire: Selectman Chivers read from the attached report. They had 56 staff hours charged to training.

Building: Building Inspector Murray read from the attached report. He noted the numbers are way up from last year, probably due to the weather. He explained that he probably gets one to two code enforcement cases per week. He tries to work it out with the residents and not make a big deal out of it. These people are our neighbors, if he can take care of the problem he'll keep doing it the way he has. Chairman Robie didn't see any problems if he gets a call for code enforcement; he takes care of it and resolves the issue. If not then it is an open case. Selectman Chivers said that makes sense, because he is going to get it resolved before he can even open the case. Building Inspector Murray said it's usually a couple of phone calls, maybe a visit and the problem is solved. Chairman Robie said the Building Inspector submitted a good spreadsheet which shows all of the previous years.

Solid Waste: Selectman Sandler noted Facility Operator Whitcher got a grant from New Hampshire the Beautiful to offset the cost of the baler. The amount of the grant is \$5,000. It's currently the busiest time of the year for the Recycling Center (between Christmas and New Years). The bins are full. Chairman Robie said he noticed that the electric bill is considerably high at the Recycling Center. It averages about \$700 per month. Selectman Sandler said he would check on that. Chairman Robie said he asked Facility Operator Whitcher about that and he said that's what it has been since they've opened. He asked Chuck about a fee and Chuck explained that it had been paid through the building process for the three phase that went in. He doesn't know what we are running down there that would run up the bill that high unless it's heat. Selectman Sandler said he would look into it. He thought the baler used quite a bit of electricity when it is running. Road Agent Lewis thought maybe the baler has an electric heater in the hydraulic to make it work. He didn't know for sure, but a lot of that type of machinery does. Chairman Robie also pointed out that with this cold weather they need to make sure the septic doesn't freeze up again. Selectman Sandler said that Facility Operator Whitcher told him he was going to take care of that. Chairman Robie said they need to do something preventive because they still have an issue with the insulation. Selectman Sandler said Facility Operator Whitcher has a plan and he may have already done it.

Highway cont'd: Road Agent Lewis mentioned that he received copy of the traffic study from SNHPC. He wanted to give the Board an idea of how much the roads are used in town. South Road has an average daily traffic count of 1,165 cars and Brown Road is a little over 1,000 cars per day. This is quite a bit of traffic for a town road. Critchett Road (at the town line) has about 82 cars per day. It wasn't that long ago that the traffic counts on South Road were about 850 cars per day. Selectman Young asked if he thought it was Deerfield traffic using South Road as a short cut. She noted the traffic by her house has tripled since she moved there. Road Agent Lewis said a lot of people on High Street take South Road down to exit three. Brown Road could be a short cut from Chester. It's interesting to see how much traffic there is on their roads.

The Board to discuss 2016 budget. Chairman Robie noted they need to go to the Budget Committee on Wednesday night with their warrant articles and an approval for their town budget. He had a couple of quick things. **Insurance:** The group insurance last year was \$101,463. When they reviewed the insurance policy they had a 5% reduction in the rate. They are going to add one employee to their insurance premium and they are going to hire a new person at some point in 2016 to replace a person who doesn't have insurance at this time and they need to cover that. They have to factor in that expense if that new person does want insurance. Their insurance total for the year is \$192,173. Last year they were at \$171,924 which is in the budget that went to the Budget Committee. They need to increase that number to \$192,173. If the Board agrees to that they'll take this to the Budget Committee for their approval. *Chairman Robie motioned that their insurance line reads \$192,173. Seconded by Selectman Chivers. All were in favor. Motion carried.* **New voting booths:** Chairman Robie said the Town Clerk mentioned that she needed some new voting booths. He researched some prices. There are triple station voting booths that sell for \$410. He would like to add three of them to the budget for a cost of \$1,230. This would give them 9 units to start with this year. The ones they are currently using are in bad shape. It is their responsibility as Selectmen to have good equipment for the elections. Selectman Chivers asked if they were going to get them before elections. Chairman Robie said probably not. It is something if they get it added to the

budget they'll probably wait until they get the budget approved. He would like to add this to the election line in the budget. *Chairman Robie motioned to add \$1,230 to the budget to purchase nine voting booths. Seconded by Selectman Young. All were in favor. Motion carried.* **Copier:** Chairman Robie mentioned they bought the new copier for the office out of the 2015 budget. The copier is budgeted in the 2016 budget and he would like to leave it there. They are going to have to do a project at the Transfer Station and they kept the numbers as low as they possibly could. Selectman Chivers said they already bought a copier in 2015. Chairman Robie said they might need the funds for something else. They aren't going to squander the funds; it's just that their budget has been really tight. Selectman Chivers said he would be in favor of eliminating the copier in 2016 and describing the project you want undertake at the Recycling Center. Chairman Robie said they already described it in the budget under building maintenance. It is a tight number. It's in the office budget and it won't get spent if we don't need it. There was discussion about which line the money should be allocated. Selectman Chivers thought they should do this accurately. Chairman Robie said they budgeted \$27,000 for facility operation maintenance and electricity for the 2016. *Chairman Robie motioned that they take \$7,294 from the town office expense line and transfer that to the facility operation maintenance and electricity line under Solid Waste for a total of \$34,294. Seconded by Selectman Chivers. All were in favor. Motion carried.*

The Board to review remaining warrant articles. Chairman Robie mentioned that CYAA submitted their yearly petition for \$17,500.

The Board to award employee of the year. Chairman Robie announced the nomination for the 2015 Employee of the Year is Deputy Town Clerk/ Deputy Tax Collector Donna Hetzel. Selectman Sandler motioned to award Deputy Town Clerk/ Deputy Tax Collector Donna Hetzel as the Employee of the Year for 2015. Seconded by Selectman Chivers. All were in favor. Motion carried. Chairman Robie mentioned that Donna has moved into the Town Clerks office and she is an asset to our community.

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 January 7th and January 14th was \$611,301.31. Selectman Chivers motioned to accept accounts payable and payroll checks for January 7th and January 14th in the amount of \$611,301.31. Seconded by Selectman Young. All were in favor. Motion carried.

Other Business: None

Selectman Sandler moved to adjourn 7:26 p.m. Seconded by Selectman Chivers. All were in favor.

Respectfully submitted,
Andria Hansen, Recording Secretary