

**Unapproved Approved**  
**Candia's Selectmen's Public Meeting Minutes**  
**September 12, 2016**

**Attendance:** Chairman Boyd Chivers, Vice-Chair Susan Young, Selectman Scott Komisarek, Selectman Russ Dann, Selectman Mark Laliberte, and Administrative Assistant Andria Hansen.

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

**The Candia Board of Selectmen will hold a public hearing to accept quarterly grants and donations in accordance with RSA 31:95-b, III (a).** Chairman Chivers announced the two grants for the second quarter: State of New Hampshire – Highway Block Grant in the amount of \$24,439.59 and State of New Hampshire – Police Department Radar Grant in the amount \$1,127.50. Selectman Young moved to accept the Highway Block Grant from the State of New Hampshire in the amount of \$24,439.59. Seconded by Selectman Dann. All were in favor. Motion carried. Selectman Dann moved to accept the Police Department Radar Grant from the State of New Hampshire in the amount of \$1,127.50. Seconded by Selectman Young. All were in favor. Motion carried. Selectman Laliberte moved to close the public hearing. Seconded by Selectman Young. All were in favor. Motion carried.

**Request from Rockingham Masonic Lodge.** Frank Sarra of the Rockingham Masonic Lodge said they would like to hold a raffle to help pay for the new well. It was noted that any raffles held in town needs to get the Board's approval. Mr. Sarra explained that they are going to raffle off 150 gallons of fuel oil or \$300 whichever the winner prefers. The cost of the raffle ticket is \$5.00 per chance. Selectman Young moved to approve the raffle. Seconded by Selectman Komisarek. All were in favor. Motion carried. Mr. Sarra said they are going to have the drawing on November 8<sup>th</sup>, the date of their stated communication. They would like to have another raffle when they start their Sunday breakfasts in January and run it until their last breakfast. Selectman Young suggested that they sell them at cruise night. Mr. Sarra said that would be great.

**Departmental Reports:**

**Fire:** Russ read from the attached report. They've had a lot of EMS calls last month. This is where a majority of time is spent on calls.

**Police:** Chief McGillen said there have been some car break-ins on Langford Road and at Hillcrest. The vehicles were unlocked. He encouraged people to lock their cars. He thought they were going to get lucky with the asbestos case. They got one tip and it didn't pan out. This was the only lead that came in. He wanted to bring us some issues with some of the intersections in town. People have brought up some safety issues with Chester Turnpike and Old Candia Road. They are trying to increase the enforcement. There is a blind spot when you try to make a left turn onto Chester Turnpike. It would be a big project to repair it; it's a cement road so they just can't tear it up. He called the resident and told them he talked with the Road Agent, but money wise this isn't feasible. They are going to try and do some traffic enforcement to see

if speed is an issue. The guys have been down there and haven't caught too many people speeding. They will continue monitor that and hopefully people will slow down. The residents want the town to look at it. The other intersection is Chester Road at Main Street. He called the state engineer and he said they would come out and take a look. The engineer basically told him they weren't going to get involved and there isn't any money. He added they don't have any jurisdiction about a proposed development. Chief McGillen said he didn't know if it was the Planning Board or Selectmen but it is going to have an impact. They should have an engineer figure out how much traffic is going to come down the road to that intersection. He didn't know how they were going to make it safer, maybe they could put some flashing lighting on Main Street when you come over that knoll. The other intersection was the one at the blinking light. He mentioned in the past they met with the SNHPC and the DOT engineers. They've seen how the intersection is designed. Selectman Young asked what the state said about this. Chief McGillen relied basically it is a project that the town can pay a certain amount of money and the town or Road Agent can oversee the project to save costs. Road Agent Lewis said it was way back and they were talking about both intersections (Route 27 and Main Street & Fred's Garage and High Street). The town would've had to pay for it and monitor it. Chief McGillen said maybe they can get a letter from the Board at some point and they can send it to the DOT letting them know we have some concerns with that. Chairman Chivers said this is under consideration by the Master Plan Committee and they are going to have to wait and see what happens. Maybe they can get some kind of recommendation from the Master Plan Committee to our elected representatives. It's a little premature now because they don't know what their options are. There are people looking at it. Chief McGillen mentioned that the backup secretary for Karen will be leaving once she sells her house. He wanted to get the word out because it takes so long to fill the position. He doesn't know of anyone. Chairman Chivers asked how long it will be before she leaves. Chief McGillen said it depends on when she sells her home. Chairman Chivers suggested they get the position posted. Selectman Young said maybe this person can take the minutes for the Budget Committee.

**Chief McGillen to recommend Trick or Treat hours.** Chief McGillen said he would like to recommend 5:00 pm to 8:00 pm on October 31<sup>st</sup>. The Board agreed with Chief McGillen's recommendation.

**The Board to approve a Step 2 Matrix increase of 75¢ per hour for Officer Tom Terilli based on a favorable review.** Chief McGillen explained this was an oversight and didn't realize Officer Terilli was due for a raise. He is due a Step 2 increase of 75¢ as of July 26, 2015. *Selectman Dann moved to grant Officer Tom Terilli a Step 2 75¢ increase effective July 26, 2015. Selectman Laliberte seconded for discussion.* He asked if it was effective 2015 or 2016. Chief McGillen confirmed it was 2015. Officer Terilli would be paid retroactive back to July of 2015. *Seconded by Selectman Laliberte. All were in favor. Motion carried.* Chairman Chivers told Chief McGillen he should keep a calendar for when these increases are coming up. Chief McGillen said he has a spread sheet Donna Becker gave him. Selectman Young said the employee might want to keep track of some of these things as well.

**Highway:** Road Agent Lewis read from the attached report. He noted that a lot of patching was done; hopefully this will help on next year's patching budget. Chairman Chivers asked how the budget looked for Chester Turnpike. Road Agent Lewis said good and he got a lot more done

than what he would normally do. He anticipated a little bit of money coming out of asphalt maintenance to go with the warrant articles. He'll only have to take \$16,000 out of asphalt maintenance. They did over 6/10<sup>th</sup> of a mile and normally they only do a half of a mile. He thought they did real well. He mentioned that he will be doing a top coat on Diamond Hill Road, probably at the end of the month. He will also be top coating Forest Drive and they have encumbered money to top coat Chester Turnpike. Chief McGillen wanted to thank Road Agent Lewis for his help with the asbestos removal and Fire Chief Young for recommending the Southern New Hampshire Hazmat team. This helped save them some money.

**Parks & Recreation:** Selectman Komisarek said they had a discussion a little while ago about the chips at the park. He asked Road Agent Lewis if they should be carrying a labor figure to spread the chips. Road Agent Lewis explained they always did it with volunteers. They put up flyers around town. He and his wife did it for years and people would show up for an hour or so and they would get it done. If they have a good turnout it can be done pretty quickly. He is will to bring his loader down to the park if Selectman Komisarek wants to get the volunteers. They can get in down in three hours. Selectman Young asked if there was a date for when they were doing this. Selectman Komisarek replied next year. Road Agent Lewis said they usually do it in the spring.

**Lighting in the parking lot.** Building Inspector Murray said that Mark Hetzel was in today looking at the lights in the parking lot. He is waiting for a lift to come so he can figure it out. He is going to swap them over to LED lights and it will save the town some money on their electric bill. Chairman Chivers noted that ATS is donating the lift. Selectman Young asked if he looked at the skate board park. Selectman Komisarek said they got the quote which was reasonable. He noted that Chairman Chivers suggested that they look at the LED lighting. He emailed Mark Gagnon again but he has yet to hear back. He'll put a call in to him tomorrow. There was further discussion about the lighting.

**Building:** Building Inspector read from the attached report. He noted there a few subdivisions that came through, so he may be seeing some building permits coming through. Selectman Dann asked about the subdivision on Chester Turnpike and has anything come through on that. Building Inspector Murray said he wasn't sure, but he thought the owner wanted to give some of that land up to conservation. He doesn't have the details on that. Chairman Chives said he noticed they paid Dragon Mosquito another \$6,700 and what was that for. Building Inspector Murray said it's for setting the traps and picking them up. He has a whole list of the sites and he gets a report from them every month. There are probably 110 sites they visit every month. He noted because of the draught the mosquito population is way down. He didn't think they were going to have to spray.

**Solid Waste:** Selectman Dann read from the attached report. He wanted to bring the Board up to date on some things. The first thing is Household Hazardous Waste Day is October 8<sup>th</sup> from 8:00 am to 1:00 pm. He asked about the water monitoring on New Boston Road and is this requirement. Chairman Chivers said it is required by DES for the closure plan. Selectman Young asked how much longer do they need to test. Chairman Chivers said they need to test for two more years. Selectman Dann mentioned the box with asbestos in it and it's approximately 1,700 pounds. Clean Venture has given us a cost of \$2,395 to remove that to a hazardous site.

Silver Environmental will prepare the box for Waste Management and the cost will be \$1,225. Waste Management will remove that for \$585. The total cost would be \$1,810. He thought this was going to be the best price they were going to see on this. He said the Chuck may be getting a third quote and this can wait until the next meeting. It would be his recommendation to wait for the third quote. He mentioned they are working on getting the office insulated. Chuck has some quotes coming. They have been waiting but they need to do something before the winter. He mentioned that Building Inspector Murray has tried to get people interested in quoting. He mentioned the Solid Waste Ordinances were approved by the Selectmen on December 27, 2010. This is what is published. He has been doing some research and trying to figure out what to do if people are not adhering to the ordinances. At the last meeting this Board enforced the ordinances. He thought the ordinances needed to be fine tuned and maybe this is something the Recycling and Energy Committee can work on. Selectman Dann asked if this was on the website. Administrative Assistant Hansen said she would send it to the website. Selectman Dann said there is 1998 and 2005 skid steers down at the recycling center. The 1998 has 6,500 hours on it and the 2005 has approximately 5,400 hours on it. At some point the 18 year old machine will need to be replaced. This is an investment and it is something that is needed. Chairman Chivers asked if the Recycling and Energy Committee would consider reviewing our regulations and the fines and make a recommendation to this Board on whether these regulations should be updated. This would be a good little project for them. The fines haven't been updated since 1991 and the regulations are now 6 years old. R/E Committee Chair Clay Caddy said they will take a look at them. It probably won't happen until next year some time. They need to get something posted. Selectman Dann wanted to mention there was an incident down at the recycling center and a person got very vocal. He will never accept someone being vocal or yelling at any town employee he thought this wasn't acceptable. Theoretically the police could be called and that person could be removed. It's wrong and this employee is only enforcing what the Board puts together. If any resident has any questions they can request that the Board hears their grievances or concerns. Becky Sarra asked if the water testing currently include PFOA's. Chairman Chivers said there is a list of requirements from the DES on what to test for. Becky Sarra said things have changed and noted that she didn't see the PFOA's on the report. She thought based on what is going on in the world today, it would be proactive on the Boards part to identify that. Chairman Chivers said that is a good recommendation. Selectman Young asked how many wells are tested and how is that determined. Chairman Chivers said it is on our site plan and there are three wells on the site and one on the Sarra's property. Becky Sarra said there is one well on their property and their private well. Selectman Young asked if there were other properties tested. Chairman Chivers said it was just the Sarra's well. He said they will get in touch with Stantec and have the Sarra's well tested for PFOA's next spring when the wells are tested.

**Animal Control:** ACO Matt Murphy said they were down to seven or eight dogs that need to be licensed. Last year at this time they were close to one hundred.

**The Board to approve a .50¢ increase for Deputy Tax Collector Vivian Sysyn after a favorable 90 day review.** Tax Collector Candy Stamatelos sent a letter recommending a .50¢ increase for the wages paid to Vivian Sysyn. It was her 90 day review and it was a favorable review. Selectman Laliberte motioned to give Deputy Tax Collector Vivian Sysyn a .50¢

increase based on a successful 90 day review. Seconded by Selectman Dann. All were in favor. Motion carried.

**The Board to appoint delegate to the NHMA Conference on September 23<sup>rd</sup>, 2016.** Selectman Young said she would volunteer if the other Board members were not able to. Chairman Chivers reminded the Board to get their recommendations in. Chairman Chivers thanked Selectman Young for going to the conference.

**Selectman Laliberte to announce the schedule for covering elections on September 13<sup>th</sup>.** Selectman Laliberte read from the list of coverage: Chairman Chivers from 9 am to 12 pm and 3 pm to closing; Selectman Laliberte from 6 am to 1:45 pm and 5 pm to closing; Selectman Dann 6 am to 11 am and he'll be back at closing; Selectman Komisarek from 1 pm to closing; and Selectman Young from 6 am to 9am and 3 pm to closing. There is coverage all day and they will all be there for closing.

**The Board to approve a request for funds from the Fire Suppression Capital Reserve Fund to reimburse the town for a Firematic Supply Co. Inc. invoice in the amount of \$330.00.** Selectman Dann moved to authorize the amount of \$330.00 out of the Capital Reserve Fund. Seconded by Selectman Komisarek. All were in favor. Motion carried.

**Approval of minutes from the previous meeting – August 22<sup>nd</sup>, 2016.** Selectman Laliberte moved to accept the August 22<sup>nd</sup>, 2016 Selectmen's meeting minutes as presented. Seconded by Selectman Dann. All were in favor. Motion carried.

**The Board to authorize payment of payroll checks and accounts payable checks.** Selectman Laliberte announced the grand total for accounts payable and payroll checks for September 1<sup>st</sup>, 8<sup>th</sup>, and 15<sup>th</sup> was \$830,545.76. Selectman Young wanted to bring to the Board's attention that they have not received the schools budget for the last two Budget Committee meetings. They also didn't receive the end of the year budget for the August meeting. They didn't submit anything for the September meeting. The reason for the first one was a new computer system and then they told them the school didn't review them yet. The Budget Committee is just reviewing the information and asking questions. She just wanted to bring this to the Boards attention. She wasn't sure how they determine how they are going to do the payment. There used to be cooperation between the two Boards and there used to be a big school payment after the taxes were due. She didn't know what was going to be done about this. Chairman Chivers asked what their remedy as a Board is. Selectman Young said they are checking into this. She noted that some of the members of the School Board did not know this was happening. Chairman Chivers asked Selectman Young to keep the Board informed on this. Selectman Laliberte clarified that some of the members of the School Board didn't know. Selectman Young said that was correct. Selectman Laliberte asked if this should be brought up to the School Board. Selectman Young said they know it's not happening. They have a representative from the School Board on the Budget Committee. She thought they should get together and coordinate the school payments. *Selectman Young moved to approve the accounts payable and payroll checks for September 1<sup>st</sup>, 8<sup>th</sup>, and 15<sup>th</sup> in the amount of \$830,545.76. Seconded by Selectman Dann. All were in favor. Motion carried.* Selectman Young said she would like to

report back to the Board once a month on the budget. Chairman Chivers said that would be great.

**The Board to consider a quote from Cote's Carpet Cleaning to clean the town hall meeting room carpet.** Chairman Chivers explained they got a quote for \$240. He asked what the Board would like to do. Selectman Young moved to hire Cote's Carpet Cleaning to clean the meeting room carpet for the quoted price of \$240. Seconded by Selectman Dann. All were in favor. Motion carried.

**Fletcher Perkins resignation as a Smyth Memorial Building Trustee:** Chairman Chivers moved to accept Fletcher Perkins resignation as a Smyth Memorial Building Trustee with regrets. Seconded by Selectman Dann. All were in favor. Motion carried.

**Forester:** Selectman Young said she hasn't spoken with the forester yet, but she will by the next meeting. She asked about the town engineer and when does their contract end. She would like it on the agenda for the next meeting. Road Agent Lewis said they have been using Stantec for about 14 years. Selectman Young thought this would be something the Planning Board would have some input on.

Selectman Young mentioned that she had trouble hearing at the Planning Board meeting the other night. She was sitting in the back row and wasn't able to hear anything and the air conditioner was not running. She would like to see an amplifications system set up in the meeting room. She would be willing to look into it and didn't think it would be that expensive. She would also like to see a dropdown screen where the thermostat is. It may be more useful for the Planning Board, so it might come out of their budget. It was noted that the Planning Board has a free standing projection screen that was purchase a few years ago. Selectman Laliberte suggested rearranging the room. Chairman Chivers said he was at a meeting recently and the members had their backs to the audience. He felt that all board members should be facing the audience. He thought they should try rearranging the room.

**Energy audit:** Selectman Laliberte asked if an energy audit has been done. Administrative Assistant Hansen said there was an energy audit done about 5 or 6 years ago. Becky Sarra said the School had done one as well.

Chairman Chivers motioned to adjourn at 8:16 p.m. Seconded by Selectman Dann. All were in favor. Motion carried.