

Approved
Candia Selectmen's Public Meeting Minutes
Monday, January 9, 2006

Attendance: Chairman Gary York, Selectman Clark Thyng, Selectman Fred Kelley, and Secretary Dawn Chabot.

7:00 p.m. Chairman York opened the Public Meeting and immediately followed with the Pledge of Allegiance.

Approval of Previous Minutes: Selectman Kelley motioned to approve the following meeting minutes as presented Non-Public Meeting Minutes 1 and 2 of 11/28/05, Non-Public Meeting Minutes 1 and 2 of 12/12/05 and Public Meeting Minutes of 12/12/05 and to approve the and Public Meeting Minutes of 11/28/05 with the following amendments: page 1, 2nd paragraph, line 25, remove "24-thousand" and insert \$24,000.00, page 5, 3rd paragraph, line 1, remove the word "member" and insert the word "members", page 6, line 8, after the word "was" insert the word "illegally". Seconded by Chairman York. Motion carried.

In accordance with RSA 31:95-b III (b), the Board will accept unanticipated funds (donations to the Town) less than \$5,000.00: The Board noted due to a recent change with RSA 31:95b along with a recent policy adoption the Town saved money because they did not have to spend money for noticing costs. Chairman York publicly reviewed the attached donation packet noting the following: \$2,000.00 from Carlton Robie to the Highway Department to be spent for Highway Department purposes at the discretion of the Road Agent, \$167.00 to the Candia Food Pantry from the Ecumencial Thanksgiving Evening Church Service, \$10.00 anonymous donation for turkeys etc., \$930.00 to the Candia Food Pantry from the NH Masonic Foundation/Rockingham Lodge #76, \$25.00 to the Candia Food Pantry from Cathy and Rogie Weeks in lieu of teacher's gifts, \$300.00 to the Welfare Department/Food Pantry from Mark and Holly Hamel, and \$30.00 to the Candia Food Pantry from Alice and Thomas Seward. Road Agent Lewis advised that Carlton Robie made the donation as a result of getting free fill from the South Road reconstruction project. Selectman Thyng motioned to accept the donations as read. Seconded by Kelley. Motion carried. Chairman York extended a thank you to the citizens on behalf of the Board of Selectmen for their overwhelming generosity during the 2005 Holiday Season.

Departmental Reports

Highway: Road Agent Lewis presented the attached report noting heavy rains caused washouts resulting in the need to grade the dirt roads throughout the Town. Chairman York told the Road Agent that he was glad he spoke up at a recent Planning Board Meeting regarding a North Road subdivision specific to the road grade on the culd-a-sac and noted by speaking up it may prevent the Town from creating a similar situation as Jane Drive. Chairman York stated he knew it was difficult attending all the night meetings but appreciated the fact that the Road Agent did take time out because his input was always valuable to the Committees.

Police Department: Chief McGillen presented the attached report noting December was a busy month with accidents statistics up not due to weather related road conditions. Chief McGillen advised that the motor vehicle statistics were down overall for the year due a large amount of time being devoted to investigations. Chairman York thought it was important for the police department to get the word out to residents and Budget Committee members to look at the stats and realize there could be other reasons for changes within them, for example: motor vehicle stats change when officers are tied up on follow up investigations. Chief McGillen was happy to report that the DREAM Program was recently resurrected at the Candia Moore School and that the program was scheduled to commence next month with Officer Beaulieu running it. Chief McGillen stated the program would be held once a week for a half of a day till approximately the end of the school year. Chief McGillen commented that he had positive meetings with the new Principal who has been very responsive to the program. Selectman Thyng stated Officer Beaulieu was earmarked for the program at the time of hire because he came to the department with previous experience working with juveniles. Chief McGillen noted that the Masons Organization was instrumental in the success of the program as well sponsoring an end of year cookout for the students. Chief McGillen briefed on the hiring process noting that the last process was unfortunately a complete wash out. Chief McGillen stated that he and the Sergeant have commenced a new process with a slightly different approach and are already looking at two potential candidates. Chairman York asked Chief McGillen if he thought he needed the assistance of an outside agency due to the time constraints associated with the process. Chief McGillen stated he has heard good and bad things about some of the agencies available to help with the hiring process and did not feel it was necessary to consider hiring one at this time. Selectman Thyng stated the prior Chief and the current Chief have done an excellent job in the hiring process without the help of an outside agency and thought it was a good idea to continue with what has worked in the past. Chairman York told Chief McGillen he was okay with whatever approach the department decides on but wanted the Chief to know that he has the support of the Board should he need the help of an outside agency.

The Board will officially accept the resignation of Building Inspector Charles Mewkill and formalize the hire of Ron Caswell as Interim Building Inspector: Chairman York motioned to formally accept the resignation of Building Inspector Charles Mewkill with **REGRETS** effective 12/23/05. Seconded by Selectman Thyng with **REGRETS**. Motion carried. Chairman York motioned to officially hire Ron Caswell as the interim Building Inspector effective 12/19/05 at a rate of \$20.00 per hour. Seconded by Selectman Thyng. Motion carried.

Building: Chairman York presented the attached report mentioning that due to the recent departure of the full time inspector there was no time being devoted to code enforcement activities. Chairman York stated that twelve applications had been received for the Building Inspector position with some excellent candidates. Chairman York stated all of the candidates had taken a written examination. After some discussion the Board determined they were in favor of having Ron Caswell group the top five or six candidates to be interviewed based upon Ron's overall review of applications/resumes/work experiences/written test scores. Selectman Thyng stated he did not mind spending more time on the search because he felt it was an important position responsible to coordinate with many internal departments. Selectman Kelley stated the Board would need to make sure that they were real careful this time with job descriptions etc. because he had heard a lot of moaning and groaning since the Town started with a full time

Building Inspector. Chairman York stated he wanted to clarify that noting personally as a Selectman he had not heard any moaning and groaning except one. Selectman Thyng stated he thought folks were upset about the car not about the inspector being full time. Chairman York stated he had not heard any questions on the prior inspector's performance and he was not going to degrade him or the position. The Board agreed upon an interview schedule for the next two weeks.

Solid Waste: Selectman Kelley reported he located a good deal recently on tires for the skid steer loader at \$1,600.00 for four. Chairman York commented that Selectman Kelley had done a good job getting the tires. Selectman Kelley stated the Solid Waste Committee would be hosting a meeting tomorrow 7:00 p.m. at the Candia Moore School. SWC member Tom Giffen stated the committee would review its research, go over the options being presented, discuss the characteristics of the proposed site and go over the potential of a new site. SWC member Tom St. Martin stated the committee would also explain the proposed warrant articles. Chairman York stated the Committee needed to keep the Board of Selectmen better apprised and noted he had not seen any information going out to the public. SWC member Giffen stated the purpose of the upcoming meeting was to get information out to the public. Selectman Thyng asked if the Union Leader reporter Toby Henry had been called on the proposals. Selectman Kelley stated he called him and that only Ryan from the Hooksett Banner had come out recently. SWC member St. Martin noted that Ginger at the Banner did a nice editorial after being contacted by SWC Chairman McHugh. SWC member St. Martin also noted attendance from the Forum a local on line newspaper. Chairman York thought it was important to get the SWC proposals out for people to understand the costs and stated unfortunately citizens don't always show up unless it is in their backyard. SWC member Tom St. Martin asked if there were any suggestions on how to get the word out. Secretary Chabot suggests offering printed material at the Town Clerk's waiting area. Selectman Thyng offered utilizing the easel at the Town Office. Secretary Chabot stated to SWC member St. Martin that she could assist him with that if there was a need. SWC member Giffen stated the theme in marketing is repetition and unfortunately the committee does not have a budget for distributing and mailings. Chairman York and Selectman Thyng both agreed that they would be in favor of helping the committee out with funding if a request was made. Fire Chief Cartier thought direct mailings were the way to go. Selectman Thyng motioned to empower Selectman Kelley to oversee funding of \$2,500.00 for the Solid Waste Committee for the purpose of mailing and distribution of materials in preparation of Town Meeting 2006. Seconded by Chairman York with discussion. Chairman York noted he was in favor of the motion as long as the information being distributed is factual. All were in favor. Motion carried. Selectman Thyng informed the SWC members that they should email information to the Selectmen for their review prior to distribution. The SWC members stated they would. Chairman York asked Selectman Kelley the status of the aluminum can program. Selectman Kelley advised that the employees were crushing the cans and that he would be taking them to Advance on Valley Street in Manchester soon. Selectman Thyng mentioned a recent SWC meeting he attended and provided assistance to the committee on reformulating their proposed warrant articles. Chairman York indicated he was unaware of changes made to their proposed warrant articles. SWC member St. Martin stated he thought SWC Chairman McHugh was going to send them to the Selectmen's Office. SWC member St. Martin stated he would email the warrant articles to Assistant Emerson in the morning.

Town Website Discussion: The SWC members mentioned the possibility of placing something on the Town Website. Chairman York stated he had met with the web designer that night and discussed the matching \$5,000.00 grant that is being submitted by the designer to the State. Selectman Thyng was surprised at the meeting noting he had left numerous messages for the designer who never returns his calls. Chairman York told the SWC members to submit information to him and he would make sure it gets to the designer. Chairman York stated that E-Reg was up and running on the Town's website and that the Town Clerk had commenced with the program.

Fire Department: Fire Chief Cartier reviewed the attached report noting calls were up for the month by 40%. Chief Cartier briefed on the situation regarding the Tanker Truck delay. Chief Cartier advised he spoke with FEMA and that the person he spoke with was going to recommend the granting of another extension of 120 days to the Town but indicated it would probably be the last one. The Board members expressed concern over the possibility of the Tanker Trucker not being available after the second grant extension from FEMA. After much discussion the Board determined that Selectman Thyng would work with Chief Cartier to formulate a letter of concern from the Board to the manufacturer in Maine in effort to speed up the process. Tom St. Martin suggested the Board consider contacting Congressman Bradley's Office to assist in dealing with FEMA. The Board liked the suggestion. Tom Giffen asked if there was a performance clause in the contract stating if there was not one all they would be able to do is make some noise without much action. Chief Cartier stated the department was preparing to have a major incident in June for training purposes. Chief Cartier informed he would be attending an upcoming Fire Act Grant Workshop in Epping in February. Chief Cartier stated he would have appointment recommendations for the Board for their next meeting. The Board asked if background checks were conducted on applicants. Chief Cartier stated the applicants pay \$15.00 for the state criminal records checks and that Chief McGillen has been extremely helpful in conducting local record checks as well. Selectman Kelley asked Chief Cartier about the land situation at the Candia Fire Department. Selectman Thyng advised it was currently in litigation with several alternatives being mentioned. Selectman Thyng stated that Mr. Goff is interested in purchasing land from the Town. Selectman Thyng advised approx. \$6,500.00 in association funds were currently tied up due to litigation and that it basically comes down to make sure you record your deeds properly.

Selectman Thyng and Chief McGillen to discuss with the Board a recent concern with the holiday schedule and also discuss the police matrix: The Board discussed a recent problem with the holiday schedule specific to Police Officers working on the actual holiday falling on a Saturday or Sunday and the holiday schedule recognizes the holiday on the Friday or the Monday before or after the holiday. Secretary Chabot stated that Assistant Emerson and Chief McGillen discussed the situation and Assistant Emerson suggested having the Board approve three holiday schedules annually (Recycling Center, Town Office Employees including the Police Department Secretary, and Police Officers). Secretary Chabot stated if the Board did decide to approve three schedules, they would need to make changes within the personnel plan (see attached highlight copy of the personnel plan). The Board reviewed the recommended changes. Selectman Thyng questioned how having three separate schedules would be easier. Secretary Chabot advised by having a separate schedule the Officers would be able to use it as a reference without confusion. Secretary Chabot advised Selectman Thyng that Assistant Emerson

had tried to contact him today about whether he wanted to pay the Officers that worked New Year's Day holiday pay on Sunday and on Monday as well due to the confusion. Selectman Thyng stated it was his intention to pay the Officers that worked on Sunday and Monday holiday pay just as they had done on Christmas due to the confusion. Selectman Thyng motioned to amend the personnel plan with the highlighted changes as presented. Seconded by Chairman York. Motion carried. Selectman Thyng motioned to approve a 2006 holiday schedule for the Police Officers consisting of New Year's Day holiday being observed on Sunday, January 1, 2006 and Veteran's Day being observed on Saturday, November 11, 2006. Seconded by Chairman York. Motion carried.

Matrix Discussion: Selectman Thyng informed when the Matrix was recently readjusted they inadvertently overlooked the fact that Officer Beaulé's pay rate was slightly lower than a new Officer with experience would start out at on the new matrix. Selectman Thyng stated that he and Chief McGillen would need to come up with an increase figure to satisfy everyone to be sure not to upset Officers with more time and grade. Chairman York asked Selectman Thyng and Chief McGillen to come back to the next meeting with a proposal. Chairman York wanted the matter to be resolved quickly stating that Officer Beaulé had come a long ways and felt he had potential for being a long term officer for the Town.

In accordance with RSA 76:16 the Board will review the abatement applications:

Kenneth & Kimberly Dome, Map 414, Lot 037: The Board reviewed the attached abatement application received from Kenneth & Kimberly Dome for property they own located at 371 Chester Road, identified as Map 414, Lot 037. Chairman York stated that the Board met with Mrs. Dome on June 20, 2005 regarding an abatement request and that she was told at that time she could file for an abatement during the appropriate filing period commencing after receipt of the final December tax bill. It was noted that a hardship was expressed at the meeting on June 20, 2005 by Kimberly Dome due to being taxed on two residences one of which was burned in July of 2005. The Board reviewed the meeting minutes of June 20, 2005. The Board reviewed a calculation sheet drafted by Assistant Emerson showing a daily tax charge for the residence in question. Chairman York stated financial relief had been requested at the 2005 meeting due to the circumstances of being taxed for a full year on two residential structures one of which was remove in July of 2005. Chairman York motioned to grant an abatement of \$716.00 to Kenneth and Kimberly Dome for their property identified as Map 414, Lot 37, located at 371 Chester Road for good cause shown. Seconded by Selectman Thyng. Motion carried.

Tony & Andrea Cresta, Map 405, Lot 057.2:

The Board reviewed the attached Land Use Change Tax Abatement application received from Tony and Andrea Cresta of 575 High Street for the property they own identified as Map 405, Lot 057.2. The Board also reviewed the attached recommendations provided by the Town's Assessing Clerk Tammy Jameson. Based upon the recommendation of the assessing clerk and also based upon the fact that application was received past deadline, Selectman Kelley motioned to deny the abatement for Tony and Andrea Cresta for property identified as Map 405, Lot 057.2. Seconded by Selectman Thyng. Motion carried.

The Board will discuss two potential/additional warrant articles

Fire Department Warrant Article The Board reviewed the attached sheet containing a warrant article from Fire Chief Cartier. Chief Cartier stated the reason they were proposing the warrant article again was due to the fact they did not sell the tanker in 2005 as anticipated and that he was recently advised by Assistant Emerson that the article was lapsing. Chief Cartier stated he would like to place funds into the reserve fund in order to purchase breathing apparatus equipment. Chairman York motioned to recommend the warrant article as presented. Seconded by Selectman Kelley. Motion carried.

Smyth Public Library Operating Budget Warrant Article: The Board review the attached sheet containing the warrant article as well as a budget breakdown. Chairman York motioned to recommend that the warrant article be on the warrant as presented with the \$124,000.00 figure. Seconded by Selectman Kelley. Motion carried.

State Property Purchase Warrant Article: The Board reviewed the attached warrant article. Chairman York stated the State of New Hampshire had placed a hold on the property for the Town and that is why it is being submitted in the form of a warrant article to the voters. Chairman York noted that the State now has the property on a state surplus property list which means if the Town does not buy it someone else eventually will. Chairman York stated the price would be right for the Town and would be beneficial for future potential growth of the Town. Chairman York noted that the figure would need to be readjusted by adding approx. 10% to the previous appraisal. After some discussion Selectman Thyng motioned to place the warrant article on the warrant with the dollar value to be determined by Chairman York and also motioned to recommend the warrant article. Seconded by Selectman Kelley. Motion carried.

Any Other Business

Crowley Road Extension: Chairman York advised the Board that the Planning Board had granted an extension to the Road Agent on the construction of Crowley Road. Road Agent Lewis stated the extension is until the end of May.

Tree Cutting Update: Chairman York stated that the Forester was unable to commence the tree cutting on Exit 3 property due to heavy rain. Chairman York stated the Forester was hoping for a couple of weeks of cold weather to commence the project. Chairman York advised that Rita Hobbs had granted the Town permission to access their lot by utilizing her lot.

Selectman Thyng's items to think about: Selectman Thyng wondered how the Board felt about having elected Cemetery Trustees and also wondered if the Board would consider changing their meeting night to Thursday because Monday holidays throw the meeting schedule off. Selectman Thyng stated the Board members could think about the suggestions for a discussion at a later date.

Auburn District Court: Chief McGillen advised that the State had put out and RFP for the Auburn District Court House. Chief McGillen stated he would forward the information to the Board in the morning.

Cistern Plan Discussion: Fire Chief Cartier advised as a result of completing an excellent cistern plan for a subdivision on North Road he as Beal Engineering to assist with providing a standard cistern plan for the Town. Chief Cartier stated that Beal had done the plan and provided the copies for only \$100.00. Chairman York noted that with the amount of copies provided the figure just covered copying costs. Road Agent Lewis advised the Fire Chief that he should get a copy of the cistern plan to the Town's Engineers Dufresne-Henry.

Set future meeting date: The next regularly scheduled meeting will be held on Monday, January 23rd at 7:00 p.m.

9:07 p.m. Chairman York motioned to close the Public Meeting and in accordance with RSA 91-A:3 II (e) enter into a Non-Public Meeting. Seconded by Selectman Thyng. Roll call vote conducted: Chairman York, Selectman Thyng and Selectman Kelley in favor. Motion carried.