

Approved
Candia Selectmen's Public Meeting Minutes
Tuesday, January 9, 2007

Attendance: Chairman Clark Thyng, Vice-Chair Fred Kelley, Selectman James Brennan, Selectman Tom Giffen, Director Carolyn Emerson and Secretary Dawn Chabot.

7:05 p.m. Chairman Thyng opened the Public Meeting and immediately followed with the Pledge of Allegiance.

The Board will meet with Bill Stergios Candia's Representative to Southern New Hampshire Planning Commission (SNHPC) to review and discuss recent redesign plans drafted by SNHPC in regards to the two intersections located on Route 27: Chairman Thyng noted that the Board members had the opportunity to review the three sets of plans for redesign of the Route 43/Old Candia Road/Main Street Intersection. Bill Stergios stated the plans drafted by SNHPC were rough drawings containing three possible design options for the intersection. Bill Stergios stated Plan #1 would bring the intersection to a "T", shifting the 3-way intersection 430' east of the existing intersection and changing it to a 2-way intersection. Bill Stergios stated Plan #1 would involve the taking of some property but was unsure of the estimated amount needed. Bill Stergios noted the intersection was moved 430' from the existing yellow blinking light in order to bring it to a straight away. Fire Chief Cartier expressed concerns over the width of the proposed intersection and thought a left turn lane with wider shoulders would be helpful to fire apparatus. Bill Stergios explained Plan #2 which did not involve any taking, would keep the intersection at the existing location and would provide a "T" turn in with a median for the turn in area from Old Candia. The Board and attendees were not in favor of Plan #2. Bill Stergios explained Plan #3 which did not involve any taking, would keep the intersection at the existing location and would provide a small "T" intersection without a median. The Board and attendees were not in favor of Plan #3 noting it would be very difficult for tractor trailers and larger vehicles to maneuver the turn. Bill Stergios stated SNHPC drafted Plans #2 and #3 to show that redesigning would not work without the taking of some land. The Board members and attendees favored Plan #1. Selectman Lazott suggested two lanes going out and one lane going in to Route 43. Fire Chief Cartier stated the easiest way to clear an intersection would be to have a regular traffic signal with preemption lights on it. Kevin Deslongchamps of North Road (Also a member of the Candia Fire Department) noted in reference to Plan #1 the intersection would be too narrow for two tractor trailer units traveling opposite directions to maneuver their turns. Kevin Deslongchamps and Road Agent Dennis Lewis both thought 8' shoulders on both sides of Route 43 would be effective. Selectman Kelley stated the Board would need to know how much land SNHPC felt would be necessary to acquire for the Plan #1 redesign proposal. The Board agreed the information would be necessary prior to contacting the land owner. Selectman Lazott felt if eminent domain was determined to be necessary it would not displace anyone because the land involved (Map 409, Lot 204) is currently a land-only parcel. Selectman Lazott asked if Department of Transportation (DOT) had the opportunity to review the Plans. Bill Stergios advised DOT had not reviewed the plans and that SNHPC was looking for input from the Board prior to a DOT review. Bill Stergios advised he would inform SNHPC that the Board with the Police Chief and Fire Chief favored Plan #1 with the following recommendations: provide 8' shoulders of both sides of the lanes; provide a total of three lanes on Route 43, two lanes out (one of which would be a left turn lane) and one lane in; and provide a regular traffic signal with a preemption system. The Board also asked Bill Stergios to have SNHPC receive input from DOT on the proposal with the recommendation.

In accordance with policy & RSA 31:95-b III, the Board will accept grants and donations received on behalf of the police department, the food pantry, and health & welfare department: Chairman Thyng reviewed the attached donation/grants summary page containing a grand total of \$2,077.50. Chairman Thyng reviewed the following: \$1,007.50 was received by Candia Police Department from a NH Highway Safety grant for a new radar; \$50.00 was received from Thomas, Alice and Crystal Seward and \$220.00 was received from Robin Frisella both donations for the Candia Food Pantry; and \$500.00 was received from Amanda Helmig and \$300.00 was received from Mark Hamel both donations for the Health & Welfare Department. Chairman Thyng motioned to accept the grant and donations as presented. Seconded by Selectman Kelley. All in favor. Motion carried. Chairman Thyng extended a thank you to all of the donators. Selectman Lazott wanted to make sure thank you letters were being sent out. Secretary Chabot informed that they were. Chief McGillen explained that the radar grant was a 50% match on the cost for a new radar for new cruisers only.

Departmental Reports

Highway: Road Agent Lewis reviewed the attached report. Road Agent Lewis noted it was the first December in 27 years of his plowing experiences in New Hampshire where he did not have to plow.

Police: Chief McGillen presented the attached report. Chief McGillen stated the number of calls had increased from 179 calls in November to 206 calls in December. Chief McGillen attributed some of the increase to the mild December weather and also to the holidays. Chief McGillen briefed that January of 2007 was proving to be busy at this time. Chief McGillen stated his department was actively looking for a former resident who has become a fugitive from justice on felony charges from a case originating out of Candia. Chairman Thyng informed he received an email in regards to a grateful citizen who was recently assisted by Candia Police Department for an attempted break in through her bulk head in the middle of the night.

Fire: Fire Chief Cartier reviewed the attached report noting things are growing and activity is increasing. Fire Chief Cartier stated the Police Department was very helpful to them in cases when they take digital photos at the scenes of incidents. Fire Chief Cartier stated they often place photos on their website. Fire Chief Cartier informed that photos taken by the Police Department at a recent structure fire assisted three different Fire Investigators in their investigations. Fire Chief Cartier reported on some projects accomplished by the fire department in 2006, they are as follows: two new hydrants improving water supply, finalized a standard cistern design, and accomplished various improvements to the fire station including an electrical upgrade. Fire Chief Cartier stated in 2006 the department added two new members and lost a member because of a move. Fire Chief Cartier provided an update on the new tanker stating the parts would be at the Company in Vermont by this week and they anticipate delivery around January 25th. Fire Chief Cartier stated the Association would pay for the lettering and the mural design as they have done in the past. Fire Chief Cartier stated he was expecting to sell the Tanker in the April-May time frame. Fire Chief Cartier asked the Board to consider how they wanted to go about the sale, either by putting it out to bid again or by advertising it with a set price in which they would leave room for negotiations. Fire Chief Cartier thought they might do better advertising it with a set price.

Fire Chief Cartier advised he needed administrative help because he had piles of paperwork that needed to be done and asked the Board if he could advertise for the vacant position. Chairman Thyng informed the Fire Chief does have a secretarial position budgeted and was asking to fill a vacancy. Fire Chief Cartier thought

he had budgeted for eight hours a week for the position. Selectman Brennan asked where the person would work out of. Fire Chief Cartier stated at the Town Office and the Fire Station. Director Emerson stated the last person was operating out of the Town Office. The Board determined they were okay with filling the vacant position. The Board asked Director Emerson to check with in house employees to see if they are interested in a few more hours a week. Kevin Deslongchamps asked by doing that would it mean overtime for an employee. Chairman Thyng stated no, the offer would be for part-time employees. Secretary Chabot stated they received interest from an individual who is currently a contracted hire for the Town and wondered if that would be considered in house. The Board agreed it would be.

Fire Chief Cartier stated recently the Company out of Vermont was able to find an exact replacement pump for Engine 3 for \$7,000.00 which is being replaced out of 2006 funds. Fire Chief Cartier advised when he originally researched the matter he thought they would have to spend approx. \$47,000 for the replacement pump. Fire Chief Cartier stated in 2007 they would need to rebuild the pump on Engine 1. Fire Chief Cartier stated the members have taken very good care of their vehicles and equipment. Fire Chief Cartier felt because of their aggressive maintenance and selective purchases they have been able to keep purchases down and spend a lot less on repair costs.

Building: Selectman Lazott reviewed the attached report noting there was a slow down in building activity. Selectman Lazott stated Building Inspector was doing very well. Chairman Thyng questioned if anyone knew what the Town would have to do in order to send the Building Inspector to burner inspection school because the Office in Concord did not get back to him. Chairman Thyng asked Fire Chief Cartier if it would help if the Board contacted the State. Fire Chief Cartier did not think so stating part of the problem was funding and as a result they only hold the training when they have approx. 40 people that want to attend. Fire Chief Cartier stated he could provide a class to Building Inspector Hallock so he would be able to inspect burners in the meantime.

Solid Waste: Selectman Kelley reported that things were running very well at the Recycling Center. Selectman Kelley informed the Town now has an approved Wetlands Crossing Permit for the future Transfer Station. Selectman Kelley stated they were in process of working with Severino Trucking and Dennis Lewis for setting up the delivery of the cement blocks for the new bunker.

The Board will hold a final review on petition warrant articles that were received prior to the 1/9/07 deadline: Director Emerson advised there were three petition warrant articles involving money that the Board would need to recommend and not recommend. Director Emerson noted the signatures for all three petition articles were verified by the Supervisors of the Checklist and the petitions have made that legal requirement.

To see if the Town will vote to raise and appropriate for the repair and restoration of the "Soldier's Monument" on High Street. Moneys raised as contributions and grant moneys (Approximately \$15,000 as of November 2006) shall be used to reduce the amount raised by taxes. This will be a non-lapsing appropriation per 32:7, VI and will not lapse until the Monument restoration is complete or by December 31, 2008 whichever is sooner. The Board reviewed the petition warrant article (attached). Chairman Thyng stated the Heritage Commission members were presenting the petition article and moneys donated approx. \$15,000.00 would be used to reduce that amount appropriated by taxes. Chairman Thyng motioned to recommend the petition warrant article. Seconded by Selectman Kelley. All in favor. Motion carried.

To see if the Town will vote to raise and appropriate the sum of Eighty-Five Thousand Dollars and no cents (\$85,000.00) for the renovation of the Old Library located at 194 High St., (Map 405, Lot 001) for the purpose of relocating the Town Clerk and Tax Collectors offices. Renovations to include a new septic system, well, handicapped walkway and bathroom, and paving and striping the parking.

Chairman Thyng stated he would ask Selectmen Kelley to explain the petition article because he and Lazott were the driving forces behind it. Selectman Kelley informed he obtained estimates on the renovations one of which was not spelled out in the wording of the article and that was an electrical upgrade. Selectman Kelley stated at a Town Meeting possibly in 2005 a survey from the residents was taken on the possible use of the Old Library Building and the top two responses were 1) use it for a Police Station and 2) make it Town Office space. Selectman Kelley stated there was a need for additional office space at the Town Office Building. Selectman Kelley informed he had been approached by many individuals requesting the building be used for something. Selectman Kelley stated the Town is paying for the building now by heating it so why not use it. Selectman Kelley noted he unfortunately did not have the Fire Chief involved in an evaluation because he simply ran out of time. Selectman Lazott stated as part of the proposal the Town would re-do the parking lot which would fix an existing drainage problem causing the water to run into the building. Selectman Lazott stated if they raise the parking lot there would be less square footage needed for the ramp to be installed. Selectman Lazott compared the vacant building to a car noting if it sits it falls apart. Selectman Lazott stated in obtaining estimates they tried to maintain the historic décor of the building in considering trim and the handicapped walkway. Selectman Kelley stated he even obtained estimates for the refinishing of the existing cork floor. Selectman Lazott mentioned they wanted the handicapped walkway to be brick faced to match the building. Selectman Lazott thought the Town would get a lot of use for the \$85,000.00. Selectman Lazott stated he planned on writing a letter to the Editor of the Hooksett Banner to inform of the petition warrant article. Selectman Giffen asked the Selectmen if they knew the square footage on the usable space. Selectmen Kelley and Lazott did not know the exact square footage. Selectman Kelley noted the downstairs space was unusable due to the heating ducts. Fire Chief Cartier asked if there was consideration for a sprinkler system noting the Town lost valuable records in a 1938 fire and took appropriate measures as a result when the constructed the current Town Office Building. Fire Chief Cartier mentioned if the building was on the Historic Registry there may be grant funding for the installation of a sprinkler system. Chairman Thyng explained that Ron Thomas through the Heritage Commission was in the Historic Registry process which was quite extensive. Kevin Deslongchamps of the Fire Department noted the cork floor would be a problem because it was considered a combustible. Selectman Lazott stated the cork floor was not totally necessary and that they were just trying to stay with the historic décor. Carla Penfield of High Street felt the Town would qualify for grants if the building was on the Historic Registry and noted another Community that took advantage of grant funding available to them when they renovated a Historic Building. Carla Penfield thought the Town should get the building on the Historic Registry and then see what's available for funding for the proposed projects. Road Agent Lewis asked where the parking lot figure came from and mentioned that he could have provided an estimate by utilizing the Town rate. Selectman Kelley stated they obtained the estimate from Valley Construction which also gave them the estimate on the construction of the ramp. Road Agent Lewis felt his estimate would have been better noting his crew would be paving on South Road. Fire Chief Cartier wondered if they would be able to change the wording of the article at the deliberative session if they wanted to consider making the funds non-lapsing in order to give time for the historic registry process. Assistant Emerson stated Attorney Mayor would be present at the deliberative session to provide guidance. Selectman Brennan felt Selectmen Kelley and Lazott should consider contracting an Architect to make sure the building keeps its historic look. Selectman Brennan felt the Selectmen had done some good work in obtaining the estimates but felt they were running

close on funds and thought they may need more than \$85,000.00. Selectman Brennan asked if the windows were original and if the building had an air conditioning system. Chairman Thyng stated the windows were original and that there was no air conditioning system. The paved ramp proposal was questioned. Selectman Kelley stated according to the Building Inspector paving the ramp would be the best and cheapest way. Road Agent Lewis felt a concrete ramp would be suitable and thought an Architect should be involved in the designing of a ramp and in the overall design noting the importance of matching of the bricks. Selectman Brennan felt there would be a need for a general manager to oversee the project especially considering the historic value of the building. Selectman Kelley thought Building Inspector Hallock would oversee the project. Fire Chief Cartier asked if the yearly operating costs for the building were considered. Selectman Kelley said they were spending approx. \$3,000.00 - \$4,000.00 a year now and thought it would be close to that figure. Chairman Thyng stated they were spending that amount to heat the building at 50-degrees. Selectman Lazott noted they were heating the building with kerosene but had recently changed over to oil which is much more efficient. Fire Chief Cartier asked if they would put the project out to bid and mentioned there would be a need to draft specifications in order to protect the Town. Fire Chief Cartier asked about the mechanical systems and if the boiler was still in good order. Selectman Kelley stated a license plumber inspected it and said it was okay. Carla Penfield thought Selectman Brennan's point in regards to the need for an Architect should be seriously taken. Road Agent Lewis questioned if water was getting into the building. Selectman Kelley stated it was. Road Agent Lewis stated he could clean up the swale to rectify the problem and would take care of it this week. Chairman Thyng called for a vote on whether to recommend or not recommend the petition article. Chairman Thyng thought it was a great idea but felt the planning was premature and did not think they were requesting enough money. Selectman Giffen was not sure of the amount of space that would be gained in relation to the amount of money that would need to be spent (questioning the value per square foot). Selectman Giffen also thought they should hold off if there would be grant money available by placing the building on the registry first. Selectman Lazott stated he did not have a problem waiting until the building is on the registry to see what funding is available. Selectman Lazott stated if the article failed perhaps some type of Committee could be established in order to get valuable input. Chairman Thyng stated he would check with Ron Thomas to see where the Town was at in the Historic Registry application process. Selectman Lazott wondered if they should consider establishing a capital reserve fund with \$25,000.00 in it to prepare a basis for an architectural design for the building. Chairman Thyng called for a vote and asked who would be in favor of recommending the petition warrant article in its present format. Selectman Kelley and Selectman Lazott in favor. Chairman Thyng, Selectman Brennan and Selectman Giffen opposed. Recommendation of the article defeated. The Board is not recommending the petition warrant article.

To see if the Town will vote to raise and appropriate the sum of Fifteen Thousand Dollars and no cents (\$15,000) to be deposited in the Capital Reserve Fund, established under RSA 35:1 at the March 1991 Town Meeting, for the future purpose of fire apparatus and equipment with the Selectmen appointed as agents. Said funds to come from the sale of the 1972 Mack Tanker. The Board reviewed the petition warrant article (attached). Chairman Thyng stated the reason for the petition article was to have the money from the upcoming sale be deposited into the Capital Reserve Fund as it was done last year. Selectman Lazott stated there was just a need to reestablish the will of the people from last year. Fire Chief Cartier stated any funds from the sale above the \$15,000.00 would go into the general fund. Chairman Thyng motioned to recommend the petition warrant article. Seconded by Selectman Kelley. All in favor. Motion carried.

The Board will discuss the bidding for the 1999 Crown Victoria: Chief McGillen thought the Board may want to consider re-advertising the 1999 Crown Victoria. It was noted that a \$216.00 bid was received from Police Cars Unlimited Inc. on December 27, 2006. Selectman Lazott motioned to reject the bid received from Police Cars Unlimited Inc. Seconded by Chairman Thyng. All in favor. Motion carried. After some discussion Selectman Giffen motioned to delay advertisement for the sale of the vehicle until March 2007. Road Agent Lewis suggested re-advertising it to see what comes of it and then re-advertise again if need be. The Board After some further discussion Chairman Thyng motioned to empower Selectman Lazott with the authority to sell the 1999 Crown Victoria by advertising or displaying as he sees fit with a minimum bid of \$1,250.00. Seconded by Selectman Kelley. All in favor. Motion carried.

Selectman Lazott to present a favorable review on Administrative Assistant to Building and Planning Andria Hansen and the Board will consider a possible increase: Selectman Lazott stated he had recently completed a very favorable 90-day review for Andria Hansen. Selectman Lazott stated she was a heck of a team player that got along very well with the entire office staff. Selectman Kelley agreed. Selectman Lazott stated her review was all favorable. Based upon a favorable 90-day review Selectman Lazott motioned to provide Andrea Hanson with a 50-cent hourly increase effective 12/23/06, new hourly rate to be \$14.00 per hour. Seconded by Selectman Kelley. All in favor. Motion carried. Chairman Thyng stated kudos to Andrea Hansen. Selectman Lazott stated she was fitting in extremely well.

The Board will consider approving a 50/50 raffle request to benefit the Candia 8th grade trip to Washington D.C.: The Board reviewed the attached raffle request. Chairman Thyng stated the request contained all the information that was required and felt the raffle was for a good cause. Selectman Lazott motioned to approve the raffle as presented. Seconded by Chairman Thyng. All in favor. Motion carried.

Approval of Previous Minutes: Selectman Kelley motioned to approve the Public & the Non-Public Meeting Minutes of 12/11/06 as presented. Seconded by Selectman Giffen. All in favor. Motion carried.

Next Meeting Date: The next regularly scheduled meeting will be held on Monday, January 22, 2007 at 7:00 p.m. It was noted that the Deliberative Session would be held on Saturday, February 3, 2007 at 9:00 a.m. Chairman Thyng mentioned that the Board may have to conduct a meeting directly after the Deliberative Session or on Monday, February 5th depending upon changes that are made during the Deliberative Session. Selectman Lazott stated he would like to know ahead of time what could or could not be changed at the deliberative session.

The Board will meet with Zoning Board Chairman Bill Stevens to discuss and accept his resignation: The Board discussed the possibility of an upcoming resignation from Zoning Board Chair Bill Stevens. It was noted that ZBA Chair Stevens was still living in Town and could still serve on the Board. Chairman Thyng stated the members of the Zoning Board serve at the whim of the Board of Selectmen. However the Zoning Board elects their Chairman.

Any Other Business

Deliberative Session Mailing: Director Emerson asked the Board on direction on the mailing they had discussed at a prior meeting. Director Emerson stated the \$1,150.00 quote obtained was based upon a 12 page document to include postage. Director Emerson noted the detailed spreadsheet was 16 pages and the warrant articles were 1-2 pages. The Board and attendees discussed what should be included in the mailing.

Selectman Brennan thought at the very least they should provide the totals per department. Selectman Lazott stated the Board could advise interested parties to pick up the detailed spreadsheet. The Board expressed concerns over the staff getting constant interruptions as people come in to pick up the information. Ingrid Byrd thought the Board would be better off giving more information than less. It was noted that the full packet of information would essentially double the \$1,150.00 figure. Dennis Lewis also thought it was important to give out detailed information. Ingrid Byrd of Depot Road told the Board they were better off giving more information than less. After some further discussion the Board unanimously agreed to provide a full packet of information (approx. 25 pages or less). Selectman Brennan stated he would ask the Budget Committee at their Hearing tomorrow to consider bringing the funding for that line up based on the new information.

Complaint at the Recycling Center: Kevin Deslongchamps of North Road stated he had a complaint to address. He advised when he was at the Recycling Center on December 30th he got into a confrontation with an employee in which the employee was screaming at him unprofessionally. Chairman Thyng stated because his complaint was a personnel matter the Board would not be able to respond and suggested that he meet with Selectman Kelley and Selectman Giffen privately after the meeting because they oversee that department. Kevin Deslongchamps stated he was unsure how to address the complaint and was not sure if he should have his Attorney contact the Board. Chairman Thyng stated he could meet with the Selectmen or have his Attorney contact the Board.

Dissatisfaction with recent newspaper article and concerns over recent Budget Committee cut: Police Chief McGillen commented about the recent article in the Union Leader where he found out about a recent Budget Committee cut which consisted of removing an existing police officer position in which they were actively trying to re-fill the position. Selectman Brennan/Selectmen's Representative to the Budget Committee confirmed that the Committee cut funding for the vacant position. Selectman Brennan stated the Committee kept the overtime line the same and agreed to fund the two part-time positions. Selectman Lazott stated they essentially eliminated funding for former Officer Beaulé's position (Officer Beaulé left the position in July 2006). Selectman Lazott stated the position had not been filled due to Chief McGillen's due diligence to hire the right person. Ingrid Byrd of Depot Road stated the budget was a bottom line budget and Chief McGillen could spend the money the way he chooses. Selectman Brennan advised the Budget Committee clearly stated since they have been running the department with five Officers they should keep it that way. Ingrid Byrd stated it was up to Chief McGillen and if he felt there was a need he is responsible for a bottom line budget. The Board collectively expressed dissatisfaction with the Budget Committee's decision to eliminate funding for an existing Police Officer's position.

8:59 p.m. Chairman Thyng motioned to adjourn. Selectman Kelley seconded. All in favor. Motion carried.