

~~Unapproved~~Approved
Candia Selectmen's Public Meeting Minutes
Monday August 22, 2011

Attendance: Chairman Fred Kelley, Vice-Chair Carleton Robie, Selectman Joe Duarte, Selectman Amanda Soares, Selectman Richard Snow, and Administrative Assistant Andria Hansen.

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

Ed Fowler to discuss Historical Society's request with the Board. Ed Fowler was present. He explained in 2006 the Historical Society bought back the Town hearse at an auction with contributions from a number of Candia people. Over the past five years that hearse has kindly been stored at a residents place at no cost to the Town. They have a small pot of money for restoration of the hearse. They would like to have a place to store the hearse, so members of the Town can have a chance to see it. One of the sites they came up with is next to the Fitt's Museum. They would like to build a hearse house on the site. The security system could be linked into it. The size of the hearse house would have to be at least 14 x 21 feet. The Trustees of the museum were all present this evening and they felt it was a logical place for it. Mr. Fowler asked if they needed a little more space to store other things. They wouldn't need a variance for setbacks from either the Sterling's or the Congregational Church. The 14 x 21 space would easily fit within the side lawn of the museum. If they wanted to move the building closer to the Sterling's, he has already talked with them and they don't have a problem with it. They would have to get a variance to move it within the 25 foot setback. He would like to get the Board's approval to move ahead and plan to put a building on that property. Chairman Kelley asked if the Historical Society was going to try and raise money to build it. Mr. Fowler explained they are trying to get contributions from organizations and individuals. He would approach Jesse Remington to see if they might be interested in doing a post and beam frame work for it. Obviously cost is a factor and he was hoping they would get contributions from people. They would like it to be made from wood and have it be as authentic as possible. Since it won't be heated maybe put wood shingles on the roof and have a granite foundation. The hearse would enter from the street side. There would be windows to allow light in and there won't be any electricity. Selectman Robie felt if they are going to preserve the hearse it should be in a heated building. Museum pieces deserve to be climate controlled. Mr. Fowler explained the reason they didn't think about heating is because it sat in a barn for years before it went to auction. Selectman Snow asked what kind of shape the hearse was in. Mr. Fowler replied it was pretty good. It needs new rubber on the wheels and the back window needs to be repaired. Selectman Duarte thought this was a good idea and would like to do anything he could to help. Mr. Fowler would like permission from the Board to further the plans. Selectman Robie noted

the people from the museum will have to design a building that suits them. Selectman Soares motioned to allow the Historical Society to move ahead with planning their hearse shed. Seconded by Chairman Kelley. All were in favor. Motion carried.

SNHPC Jack Munn to discuss with the Board the upcoming Lamprey River fluvial erosion hazard assessment project. Jack Munn of SNHPC and Shane Csiki from NH DES were present. Mr. Munn presented the Board with a fluvial erosion fact sheet (see attached). He explained they look for the wearing away of the extreme banks and what sort of hazards have resulted. Then if there is a problem they need to come back and suggest something to the Road Agent. If there is a culvert involved they can look for further grant money to replace it. The other option is the product coming out of this study would come back to your town's Hazardous Mitigation Plan. This plan is required by the federal government in order for you to get disaster mitigation funding. This information needs to be in the Hazardous Mitigation Plan before FEMA will release the monies. Mr. Munn presented the Board with a map of the properties (in Candia) that abut the North Branch. The SNHPC is helping DES with the outreach. They sent out letters to the property owners to let them know DES is doing this study. Mr. Csiki brought a fact sheet they have on the DES website and it explains how the program came to be. This is a program Vermont has had for 10 years. He explained they had to prioritize river reaches on these different rivers based on areas that are close to infrastructure and property that are close to the river. They will find a map for the North Branch in Candia and the reaches they have assessed are highlighted in yellow. They have already been in Candia and collected all of the data. They will process that data this winter and have everything ready in the spring. He can come back and give the Board some additional information for what they found at that time. Mr. Munn told the Board he would get back to them when this needs to be added to the Hazardous Mitigation Plan.

Stuart Thompson of NHDOT to present the results of the recent Road Safety Audit (RSA). Stuart Thomson and Will Oldenburg of the NHDOT and Julie Chen from the SNHPC were present. The audit was performed at Exit 3/ Old Candia Road. This location was brought forward by Selectman Snow. The SNHPC located this as a site for the Highway Safety Improvement Program. The program is set aside for money for safety improvements around the State. Generally they are identified through network analysis and prioritize the spots with highest opportunity for improvement. This project falls under a special project category. There have been 15 crashes with fairly low severity, but the potential is there for a serious accident. To meet the requirements for this special project category a safety audit was preformed. Some comments that were brought forth about the intersection were confusion by motorist, who has the right of way, numerous crashes involving left turning traffic (on to Route 101), and the speed zone in front of Irving Station. Their RSA team included the district for the DOT, Julie Chen of the SNHPC, Martin Calawa of the FHWA, Mike Dugas with the NHDOT Highway Design, Selectman Snow, and Chief McGillen. They looked at the area to identify the improvements that

might be acceptable to everyone involved. They took those improvements to our officials and made this presentation to get their buy in. The second step of the RSA is to present the same material to the Selectman to see how you feel about it. He explained on page 4 which talks about the type of crashes and this information supports the concern (see attached). On page 5 and 6 they talk about the particular issues with east and west bound traffic approaching Route 101 and some suggestions. A short term suggestion is to install a signing package including a "Stop Ahead" warning sign indicating oncoming traffic does not stop. In conjunction with that for the medium term they propose retiring the right turn lane at the intersection. There is a lot of pavement there and there is a lot of opportunity for people not to see the proposed signing improvements. They felt for the low volume of traffic they could retire the right turn lane and put additional signing. Selectman Snow asked if they retire the right hand lane will people still be able to turn right. Mr. Thomson said they would but there would be signage. Selectman Snow asked what kind of timeframe they are looking at – months or years. When did he expect the short term stuff to get done? He proposed doing it in conjunction with retiring the lane. He said it would be about two years but hoped it would be sooner than that. Chairman Kelley asked why they didn't paint the word "Stop" in the middle of the road and is it going to be a turn lane. Mr. Thompson explained they will leave the left turn lane and retire the right turn and then they will have a through and a right. They're trying to communicate that all of the other vehicles are turning left and the oncoming traffic doesn't stop. Chairman Kelley noted that 90% of the traffic knows that it's turning. Selectman Soares said it's more for the people who don't live in town. Selectman Robie explained the traffic heading west looks like it's going to stop, because they go slow making that left turn. Someone heading east thinks that car is going to stop. Mr. Thompson said it was interesting because there is a lot of traffic in the morning, but most of the car accidents happened in the early afternoon. Selectman Duarte asked what kind of accident ratios do we have. There have been 17 crashes from 2003 to 2009. They have been low severity. Mr. Thompson told the Board they would need to send a letter if they are in support of this. Selectman Robie asked if they would grind out the right turn lane. Mr. Thompson replied they would extend the curb. Selectman Snow thought the suggestions they have raised should be implemented. He wants the DOT to understand that they need lights up there at some point in time. They can do the short term suggestions and maintain the records for the accidents. Then they can look at this again in a year and see if they have accomplished anything. He understood the economic condition and if that is the best they can do now that is something. Selectman Snow thanked the state for taking the opportunity to come down and look at this and making some suggestions. He understood the economic conditions and if this is the best they can do it is something. Selectman Soares asked what was in Selectman Snow's grand scheme for lights. Selectman Snow explained there would be a flashing red light for people coming east and a blinking yellow for people coming from the west. The middle lane requires something and a flashing light would get peoples attention. The Board thanked Mr. Thomson for his time. Chairman Kelley said the office will send them a letter.

Deliberative Session and Budget Meeting date changes: The Board will need to change the date for Deliberative Session to February 11th, 2012, because the school has booked the gym for February 5th. The budget work session will be changed to September 24th, 2011 due to Household Hazardous Waste Day being held on September 17th.

The Board to authorize payment of payroll checks and accounts payable checks. Selectman Snow motioned to approve payment of payroll manifest number 000604-05, checks to be dated 08/18/2011, with a total gross payroll amount of \$15,316.53. Seconded by Selectman Soares. All were in favor. Motion carried. Selectman Snow motioned to approve payment of accounts payable manifest number 080311 checks to be dated 08/18/2011, with a total amount of \$9,889.84. Seconded by Selectman Soares. All were in favor. Motion carried. Selectman Snow motioned to approve payment of payroll manifest number 000641-03, checks to be dated 08/25/2011, with a total gross payroll amount of \$15,793.55. Seconded by Selectman Soares. All were in favor. Motion carried. Selectman Snow motioned to approve payment of accounts payable manifest number 080411 checks to be dated 08/25/2011, with a total amount of \$27,807.61. Seconded by Selectman Soares. All were in favor. Motion carried.

Approval of Previous Minutes: Public and non public meeting minutes of 8/8/11. Selectman Soares motioned to approve the public meeting minutes of August 8, 2011 as presented. Seconded by Selectman Robie. All were in favor. Motion carried. The non public meeting minutes of August 8, 2011 were deferred to the September 12th meeting.

Emergency Shelter Generator: Selectman Robie explained Emergency Management came to us with a \$100,000 grant for a generator. They accepted the grant and we told them we would finance the project until it was complete and then the Town would be reimbursed. They wrote an RFP for the generator and Gemini Electric quoted approximately \$67,000 and Road Agent Lewis did some sight work. They were mid project when they realized they didn't hook the fire pump to it. The fire pump comes in on a separate lead to the building. Gemini finished the job and billed the town \$67,000. We have paid Gemini and Road Agent Lewis for their work thinking the grant money would come back to the Town. Now they need to hook up the fire pump to make that shelter safe. Gemini quoted the additional work and it will cost the town \$44,000. The grant is good for \$100,000. We are \$11,500 short. Selectman Snow asked if they got any other quotes. Selectman Robie replied no and Gemini needs \$44,000 to hook up the fire pump and a little trench work needs to be done. They are now in the process of being delayed getting our money back, because our community is going to need the \$100,000 that we loaned them to pay our bills at the end of the year. They are trying to find out if the school will pay the \$11,500, but they could come back and say it's the Town's emergency shelter. Selectman Robie stated the grant does not pay off until the job is 100% complete. Selectman Duarte asked if we have approached the school on this. Chairman Kelley said we have not and EM Director Panit is out of Town. Chairman Kelley felt the Town shouldn't have to pay this. Selectman Robie said they need to move this along and give direction on getting this done. He would rather be out \$12,000

than \$100,000. Selectman Snow said maybe they could split the cost with the school, but he didn't have a problem with picking up the cost to get this done. Selectman Robie would like to give Mr. Barbuto and Mr. Panit some direction to get this job done and we'll discuss how it's going to be paid for when it's done. Selectman Snow asked why Gemini is doing the work. Selectman Robie felt Mr. Barbuto did his homework with Gemini. He felt that Gemini was giving the best price. We are getting into September and he didn't want to get past the end of the year without getting our communities money back. Selectman Snow said we had two options and we choose this option on repayment. Selectman Snow said the town has a maintenance reserve fund. There is a lot of ways this could be worked. Selectman Duarte questioned how we dropped the ball on this. Selectman Robie explained when they put the pump in they ran it in on a different side on a different transformer. Road Agent Lewis explained the rules state the fire pump can't be on the same service as the building. It has to have a separate feed, somehow they didn't think about the separate feed when they did the RFP. The alarm went off when they were doing the work at the school and it came to light it was the fire pump that made the alarm go off. The fire pump needs to be fed separately. Selectman Duarte felt they should get this done so they can get reimbursed. Selectman Robie said he is not going to point the finger or blame anyone for this. Selectman Duarte felt someone else should help pay for this. Chairman Kelley thought they should move forward and get the fire pump hooked up and then worry about the money. *Selectman Soares motioned to allow Gemini to hook up the fire pump and finish the project. Selectman Robie seconded for discussion.* Selectman Robie clarified that they couldn't run the fire pump through the main line in an emergency situation. Road Agent Lewis said that was the way it was explained to him. Selectman Robie thought this is one area they really should be questioning. The switch alone is \$24,000. Road Agent Lewis explained if the break in the power was after the pole that feeds the fire pump, that generator would back feed to Public Service without a transfer switch. If the break in the wire came between those two poles and that generator came on to feed the entire building and the fire pump it would back feed through Public Services line. This is why you need the transfer switch there is no other way. *Selectman Robie seconded Selectman Soares previous motion. All were in favor. Motion carried.*

Reval Update. Selectman Robie noted they appropriated money to get the reval process started. He was wondering if we have appointed a company to start this. The DRA asked us to appropriate money, so the town could start the reval three years prior to when it needs to be done. Selectman Snow said we didn't vote on this it was a discussion. There was discussion about starting the reval. Selectman Robie questioned why we aren't at this point yet. Selectman Snow replied we don't know how much it is going to cost. Administrative Assistant Hansen said she would check with the Office Manager on the timeline.

Rekeying the building: Chairman Kelley said there are too many copies of the town office key that are not accounted for. He would like to rekey the Selectmen's office and the front door. Selectman Snow asked if they were getting new keys. Chairman Kelley replied yes. The other

item is the alarm system. The alarm system at the old library costs \$871 per year. Selectman Snow note it's for the fire alarm not intrusions. We are paying \$1,000 per year for the alarm system and he doesn't know why we are. He would like the Board to consider this. Selectman Robie said the Heritage Commission is working on the Smyth Building diligently. They have RFP's coming back on their proposal. He would like to see where it goes in the next six months and go from there. Chairman Kelley said they will probably be asked to redo their codes for the building.

Building Inspector's requests: Selectman Soares said she spoke with Building Inspector Ciardi and discussed some things. He feels bad about wasting the Town's money being here three days per week. He would like to reduce his hours to two days per week – Tuesday's and Thursday's. He would still work the evenings of the ZBA meetings. They have gone through the budget and for wage and FICA totals they were going to be under. They are doing good budget wise. He's still finding there isn't a lot coming in and if things pick up he would add back the day. Selectman Snow felt they should budget for the existing amount. Selectman Soares noted that Building Inspector Ciardi is good with the numbers and will figure it out. Selectman Snow said they could talk with the Planning Board to see if he could go over the reviews. Selectman Robie replied the Planning Board cancels meetings because they don't have enough cases. Selectman Soares said they don't need to make a decision on this right now, but she told him she would bring it to the Board. Selectman Robie thought they needed to keep him around as much as possible. It's good to have a Building Inspector available and he's at three days now. He's easy to work with and can do the job part time. He thought he could keep himself busy without making any waves. He suggested they keep him on three days per week and maybe in the winter months he can go to two days per week. If things pick up in the spring then maybe he can go back to three days per week. Selectman Soares said he also mentioned that he spends about \$1,000 in gas by coming back in forth. She suggested offsetting it by compensating within the budget or increasing his pay by \$3.00. Selectman Robie felt he deserved something and gas has increased since he started a year ago. He would have to figure out the amount of gallons he uses from when he starts to when he gets here. He felt from where he started at to where he ended up and it turns out to be around a \$1.00 he might be entitled to some gas money. Selectman Snow clarified he would be reimbursed on the basis of the price of gas. If the cost of gas goes down then the reimbursement goes down. Selectman Robie said to find out how much he spends weekly. This request is somewhat reasonable. Selectman Duarte thought the reimbursement for mileage was \$.55. Selectman Robie noted he isn't asking anything for his vehicle, he's asking for a little gas money. Selectman Soares said his bills for June and July were \$644 and \$730. She explained that he wasn't expected that amount per month. Chairman Kelley noted he drives a F250 Ford which gets about 16 miles to the gallon. Road Agent Lewis asked what they were going to do about the other town employees. He was hired no different than the other employees. Selectman Robie replied he is traveling a long way and he's part time. Citizen Joanne Beckwith asked how many hours he worked and how much

per hour. Selectman Soares replied he works 20 – 25 hours per week and his wage is \$23.00 per hour. Mrs. Beckwith was going to suggest adding a \$1.00 to his pay, but he is making more than a lot of people she knows. Selectman Soares would like the Board to think about this and figure out what they would like to do. Selectman Robie said he didn't want to lose him he's a good Building Inspector. He's just what the Town needs. Selectman Duarte said the biggest problem they'll have is explaining this to the rest of the employees. Selectman Soares would like to look at this and try to figure out some type of compensation. She thought maybe they could add something in (personnel plan) if you're over a certain number of miles as an employee there would be a compensation for mileage. So you don't run into a problem for all the employees. Selectman Robie felt that most of the employee understood the situation. She will figure out something and put it in the sign folder. Selectman Snow said this is something that would be a vote of the Board. Road Agent Lewis suggested paying travel time for the day. It was the consensus of the Board to pay Building Inspector Ciardi travel time, but Selectman Soares will come up with a proposal first for the Board to sign off on.

Chairman Kelley mention Old Home Day is coming along good.

Chairman Kelley motioned to adjourn at 8:17 pm. Seconded by Selectman Duarte. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen, Recording Secretary