

~~Unapproved~~ **APPROVED**
Candia's Selectmen's Public Meeting Minutes
April 22nd, 2019

Attendance: Chair Susan Young, Vice-Chair Carleton Robie, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Brien Brock and Administrative Assistant Andria Hansen.

7:00 p.m. Chair Young called the public meeting to order following the Pledge of Allegiance.

Roll call: Chair Susan Young, Vice-Chair Carleton Robie, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Brock and Administrative Assistant Andria Hansen.

Approval of Minutes: Public meeting minutes of April 8th, 2019. Selectman Chivers moved to approve the Selectmen's Meeting minutes of April 8th, 2019 as presented. Seconded by Selectman Brock. All were in favor. Motion carried.

Public Comment: There was no public comment.

Old Business

Planning Board: Chair Young explained this was an agenda item that she requested. She needs everyone to understand this is not a criticism of anyone who graciously volunteers their time to serve on the Planning Board or any other organization in Candia, everyone is really busy. Personally, she is not speaking for the Board of Selectmen, but she is concerned with a couple of areas. The first one is the Master Plan. She didn't originally support the Master Plan for a couple of reasons. It seemed to her that most of the previous expenditures of the past three or four years had not produced results that many taxpayers were satisfied with. She did change her vote and supported the \$10,000 after Mr. Cartier's presentation at the 2019 Deliberative Session.

Chair Young noted the second thing is numerous residents have expressed concerns with hiring people that don't even live here to make determinations on what Candia should look like in the future. For example, the four corners, agricultural concerns and hopefully those will be addressed with a newly formed Agricultural Commission. Her request basically stems from that fact that another Planning Board meeting was cancelled because there weren't any applicants. It was cancelled in November, February, and again in April. Again, this is personally, and she is not speaking for the Board, but there is a lot of town planning to do even if there are no applicants. Go on the town website and look at the Planning Board's mission statement. She would have thought they could have met with the newly formed Agricultural Commission or they could have worked on the CIP which they kind of started with that roundtable meeting. They could study impact fees or offsite extractions. She thought there was a lot of planning to be done and she might have this wrong, but she did go over some minutes and the townspeople were promised that the Planning Board would be planning. Her disappointment stemmed from when she saw this meeting was cancelled, because there were no applicants. She is really concerned and if there is a way this Board can help could let us know about that.

Planning Board Chair Rudy Cartier said he was at the meeting to let them know what is going on with the Planning Board. He noted that he had an email conversation with the Chair of the Agricultural Commission. They are working on the regulations they have a problem with in the zoning ordinances and they are trying to determine what is going to be commercial and what is going to be non-commercial agricultural operations. They have graciously agreed to do the legwork for us on that. He noted they have some really good people working on that Commission.

Planning Board Chair Rudy Cartier noted that they have a few things going on right now. They have SNHPC developing a proposal to finish up the four corners village district that was in the Master Plan. It has been about a year and a half now. This is not going to cost the town money there was a donation that was made

to SNHPC and it is going to cover the cost of that. A lot of things they are doing at the moment is getting everyone on the Planning Board up to speed with the data they currently have. One of the things is the impact fees. He recently got a copy of them; they are ten years old and they haven't been updated since 2009. He is going to get the information to the rest of the Planning Board so they can look at what is currently in there. Also, Andria was able to send us a copy of the road map for it. It is a 91-page document that everyone on the Planning Board is going to have to get up to speed on so they can make sure they are doing it correctly. They are going to speak with SNHPC to help us with the CIP. He noted that Stantec helped us with the original plan in 2010. There is a lot of data collection right now that is one of the reasons why it is heavy in data and background research so everyone is on board with what they're supposed to be doing.

Planning Board Chair Rudy Cartier said the other item they are getting the data on is the mapping updates. What they are looking at is the issue with what is being done on dirt roads. They have been a problem. One of the things they really need to do first is find out how many developable acres are left on dirt roads, so they can see what they need to do. Then they can go into the impact fees.

Planning Board Chair Rudy Cartier explained the reason they didn't have a meeting last week was they didn't have the proposals coming in for anyone to go over. It was getting information out to Planning Board members, so everyone gets up to speed on what their responsibilities are. He thought one of the problems that has come up over the last 10 years or so was he didn't think that anybody on the Planning Board had realized what their responsibilities are and what the Planning Board is supposed to be doing. Hopefully with the information they are getting they can start to review. Everybody realizes that being on the Planning Board is a very intense position to be in and there is a lot of work that needs to be done so that Candia can implement the Master Plan properly and they cover all of the bases of controlled growth in Candia.

Planning Board Chair Rudy Cartier addressed hiring out for the assistance or people from out of town telling people in Candia what they should be doing. Chair Young said that was not a quote from her it was a concern (from a citizen). Planning Board Chair Rudy Cartier explained they are working with people who have expertise in certain areas to help us out, we don't have all of the answers. No one on the Board has expertise that we need to do this stuff properly and legally. His main concern is, and he had this conversation with several people, they have to be very careful in anything they do from a Planning Board standpoint. They want to make sure that it is done legally and proper, so no one can come back and question us or get the town in any difficulty. A lot of the conversation has been very good over the last few months. The road situation was one of them. For example, the Planning Board questioned if it would be possible to do a moratorium on building lots approved on dirt roads. They don't know if they can do that, they need legal assistance to let us know if we can do that. So far from what he can see it is not going to be an easy thing to do.

Planning Board Chair Rudy Cartier said they are going to be having discussions on impact fees at their next meeting including looking at proposals for the four corners so they can get started. He would ask the Board if there is anything that they feel is a priority from a Selectmen's standpoint to let us know. When the Planning Board can look at things and say look this is what they need to do, but what he foresees if they feel there are priorities they need to be looking at first then let him know and he can bring that back to the Board and they can work on that. So, they want to make sure they are doing what they need to do, and they are doing it in a proper manner.

Chair Young was wondering if it is better to meet and be able to answer questions if someone is new to the Board and they don't have an understanding. Would it be better to meet than to cancel that meeting because you don't have applicants? She might be incorrect; she was under the assumption that the Planning Board plan whether there are applicants or not or whether there is a moratorium or not, they plan. It seems like Candia needs planning of some sort. She suggested if it would be better to have the meeting and use that time to share some education and information that people might not understand. She understood that everyone is busy, but she was under the assumption that this would be going on. She asked if Stantec was going to be helping with the CIP. What is it going to cost and where is that coming from? Planning Board Chair Rudy Cartier said he

didn't know the answer to that yet, he's hasn't gotten the proposal from them. This would come out of the \$10,000 warrant article for planning.

Planning Board Chair Rudy Cartier said he didn't want to cancel any more meetings for the year there is going to be too much work to do. One of the things he did for his own edification and he is trying to get this to everybody. He showed the Board his workbook that he put together himself on what the Planning Board is responsible for. He's read it all, but they still need to get everyone on the Planning Board to read all of these documents. Not only to understand the Master Plan, but there is a tremendous amount of stuff that the Planning Board is supposed to be doing. He can tell them from his standpoint as Chair that they are going to do as much as they can, and the Planning Board is going to work to get these things done and get them done by the end of the year.

Chair Young thought the easiest thing to do was to break out into groups and they each take chapters and then they can share together. Again, for someone to have the time to do that they are usually retired or don't have anything going on. That is a lot of information and she knows the commitment. People are so nice to volunteer, and she appreciates it. She asked the Board what their thoughts were.

Selectman Chivers said that Rudy referred to a donation that was made to SNHPC to pay for the Village District study and could he tell us more about that. Planning Board Chair Rudy Cartier answered that he didn't know how much more he could tell him. He thought it was supposed to be an anonymous donation, but it was made by a citizen of Candia that was directly to SNHPC for anything they wanted to have done for planning. He didn't know a total amount and how much is left, but it was a private citizen. Selectman Chivers said it seems that a little transparency would be more helpful here than keeping it in the dark. Normally when people make a donation in this town, it comes from this Board and this Board moves to accept it and whatever terms that come with it. Chair Young noted they didn't need a name. Selectman Chivers said in this case they have an anonymous person and they have no idea whether this person has a vested interest in the four corners and how it is developed. This casts a shadow over this whole project. Unless he can bring a little transparency to this and disclose who this donor is and the terms of the donation and what SNHPC is expected of that, you are going to have a hard time selling this to the rest of the town.

Chair Young didn't think the persons name needed to be disclosed, can't you make an anonymous donation. Selectman Robie clarified the donation wasn't made to the Town of Candia it was to SNHPC and where SNHPC chooses to use that donation is at their discretion. Selectman Chivers said that wasn't a donation made to the town it was a donation made on behalf of the town. Selectman Robie reiterated it was a donation made to SNHPC.

Planning Board Chair Rudy Cartier believed he knew who the person was and it's for planning with no strings attached. Selectman Robie thought before they criticize the plan one way or the other why don't they see what the come up with before it has a dark shadow over it just because someone tried to help SNHPC. Let's not coast a dark shadow over something that might be really good.

Planning Board Chair Rudy Cartier noted that some of the money was also used for previous work that was done by SNHPC. This just happens be one of them they asked for help on, because it was a lot of work that needed to be done. Selectman Dann asked how much the donation was. Planning Board Chair Rudy Cartier said he didn't know, but he'll ask SNHPC what information the donor would like to make public. Selectman Dann though the dollar amount should be made available. Chair Young thought SNHPC had to make their information public too. She didn't know if Boyd's question of casting a shadow, she didn't think he commented if it was good or bad. She did think in this country you can give an anonymous donation. She wasn't sure you had to furnish you name, but SNHPC will certainly know.

Planning Board Chair Rudy Cartier said he was very sensitive to what Boyd was saying and they want to make sure there are no tie ins to donations that are made and work that the Board has to have oversight on.

Chair Young thanked Rudy for coming in. She is glad to hear about the meetings. Again, she knows how hard it is. Planning Board Chair Rudy Cartier said they did have a meeting previous to this where there wasn't a lot of plan review. He did over the fact that there is a lot of stuff. They have two new people on the

Board. Selectman Brock is one of them and Josh Pouliot is another. They did approve the updated regulations for the Site Plan, Major Site Plan and Earth Excavation. There are newer members on the Board that were probably not there for the last review that they did. They are trying to get up to speed on the regulations too. There are literally hundreds of pages of regulations for them to get up to speed on. So, when these things come up at Board meetings everyone is aware of what their responsibilities are. They are trying and he thought they have an excellent Board. Everybody seems to be interesting in working and helping out. He thought like chair Young said the biggest problem is going to be how much time commitment a person can make. Fortunately, he has time so he'll do whatever he can. Chair Young said she has heard good reports about his involvement and thanked him for that. Planning Board Chair Rudy Cartier said if anything comes up just give him a call or send him an email. The only way he can take care of an issue is if can hear what the issue is.

Chair Young asked if they do any offsite extractions and has this come up before. This is from what she understood they can charge someone even though they are outside of the parameter; they can charge them for things such as highway. It is an impact but in a different way. Planning Board Chair Cartier said yes, he was just reading up on that recently to see if they can do somethings they've done before and is it legal. In the planning regulations and the planning laws there is a possibility for requiring offsite improvements for different areas. This is one of the things once they get more of this data together for the impact fees, he wanted to come back to the Select Board and see what they should be doing with the fees. Should they just be looking at roads and solid waste or should they be looking at other things like the school, fire, police, or services. Chair Young added the library as well. Planning Board Chair Rudy Cartier said it was legal to do, but it is two different things and what do they need to do to protect the town for the impact that these developments might have overall. They are going to be looking at that and once they get a little more up to speed on the impact fees the will come back to the Board.

Planning Board Chair Rudy Cartier mentioned the expenditures they do for the warrant, he didn't know if they have to or not, but he was planning on coming before the Board of Selectmen anytime they were going to expend any of those funds. Is this the way it should be done if it is a warrant article? Chair Young said she can speak for the Budget Committee and when they ask usually, they've seen the bill. So, if they ask what was \$5,000 used for the CIP she can usually answer if they have gotten a detailed bill. She thought the Planning Board was busy enough. Planning Board Chair Rudy Cartier wanted the Board to realize what they are doing and where they are coming from. If there are any suggestions from the Selectmen on where they might spend some money by all means let him know.

Moore Park update: Chair Young wanted to make sure this clear again. Everyone should be filling out a form. If we don't know something is going on or someone is using the park, we are going to end up being double booked or have heavy equipment over there during a soccer tournament or whatever. She wanted the minutes to reflect this. They have a notice on the website, please fill out the documents so there isn't a problem there. The working on the infield will start in the beginning of May. Again, Ron Severino has offered to help us with that. He will be starting the first week in May and it might not be on a weekend, it might be during the week, whatever he needs to do. The changing tables, soap dispensers, etc. that were purchased at the end of last year they'll be installed as soon as possible. She didn't think they will be done for this weekend. The bathrooms will be open, and they'll be soap and towels. The new items might not be in the bathrooms for this weekend. They are hoping to get a smaller park dumpster and they call instead of paying \$100 per month for an empty dumpster. They are hoping to get the dumpster delivered by this Friday. There is a big, long dumpster out there if not. They will make sure the garbage cans are all over there and get them lined and they'll be available. She knows there is a lot of frustration from the girls' softball team because they couldn't get it done in November because of the weather.

Selectman Chivers asked how the scheduling work now. Chair Young noted that Administrative Assistant Hansen keeps a calendar and schedules everyone that fills out a form. Chair Young thought there

were some people that haven't done that, which is fine she is glad that the park is being used so much. She is afraid if they are in the middle of a tournament and they have the dozers come in they might not like it.

Selectman Dann asked if they budgeted for new doors on the bathrooms. Chair Young said they did, and they are keyless. She noted they aren't done yet either.

Chair Young asked if there were any other questions about the park. She just wanted to update the Board before they get into the season what was going on.

New Business

Abatements – Davis and Duhaime:

Davis: Chair Young read from the request letter. *“Board of Selectmen, Candia: Pattie and I would like to have the interest charges removed from the enclosed tax bill/notice of tax delinquencies letter in the amount of \$144.69. No bill was sent in July and as you see from the December bill the only balance due shown is \$207. That balance was paid and we assumed all taxes were current until the surprise letter of 2/26/2019. We stay current on our taxes and this interest charge on an unknown balance should not be levied. Thank you for your time and consideration. Sincerely, Scott P. & Patricia D. Davis”*. Chair Young noted they have a copy of the tax bill.

Selectman Chivers read from a memo he received from out Tax Collector. He asked her some questions about this abatement request. *“The December bill is not the bill in question. The first issue of 2018 bill was the bill that Mr. Davis did not receive. She didn't recommend an abatement of any kind in this case. Mr. Davis requested and received a reduction in the assessment of this property on the second issue of 2018. Mr. Davis' legal team failed in this process and I do not believe they are responsible for their failures. They received a check dated May 6th for property taxes associated with 115 Critchett Road, but no provisions have been made by the sale of 115 Critchett Road to pay the current property taxes for 2018.”* So, these are taxes that were due as of the day of the sale. They paid off the deferred taxes, but they didn't pay off any of the taxes that had accrued up through the day of the sale.

Chair Young asked if there was as recommendation or any thoughts. Selectman Chivers moved to accept our Tax Collector's recommendation and deny Mr. Davis's request for an abatement. Chair Young seconded for discussion.

Selectman Robie referred to the last sentence *“no provisions have been made by the sale of 115 Critchett Road to pay the current property taxes for 2018.”* He asked if the closing took place on the same day that they taxes were due. Selectman Chivers said the closing was May 16th, 2018. Selectman Robie said the taxes were due on July 1st and the bill went out. It was noted that Mr. Davis paid his bill except for the \$200. Selectman Robie asked how he could pay it and not receive it. He questioned if the bill came late. Selectman Brock said he paid the bill but it was \$207 short. Selectman Robie noted he didn't pay the interest. The interest has accrued since last July. There was some further discussion about the tax bill and the interest.

Chair Young called for a vote. All were in favor. Motion carried.

Duhaime: Richard, Lynne, & Matthew Duhaime, Off of Knowlton Road, Map 404 Lots 081 & 082. The current assessment for 404-081 is \$8,600; the recommended new assessment is \$4,300. The amount to be abated is \$4,300. The current assessment for 404-082 is \$7,200; the recommended new assessment is \$5,800. The amount to be abated is \$1,400. Selectman Robie moved to accept the abatement request as recommended. Seconded by Selectman Chivers. All were in favor. Motion carried.

Appoint Clayton Behm to the Candia Volunteer Fire Department: Fire Chief Young said Clayton came to the department a month ago. He is a nice young man. He said there were three things that he wanted to do. He wanted to be in the military, a policeman, and a fireman. He joined the military and he was a military police

officer and now he is going to volunteer on the fire department. His intention is to take his money from the G.I. bill and go to the tech and get some credentials and hopefully become a full-time firefighter. He would like to start with the us. Selectman Dann moved to appoint Clayton Behm to the Candia Volunteer Fire Department as a firefighter based on Fire Chief Young's recommendation. Seconded by Chair Young. All were in favor. Selectman Chivers said they didn't seem to have time attracting volunteers to the department. Fire Chief Young said they had forty for the longest time, but it has peaks and valley's and has dropped below thirty members. This is why in the last year or so he been able to take on four or five new people, young people. Both males and females who are interested in helping. As they all know young is key. Selectman Chivers said it is good to see.

Policy update:

Mileage rate: Chair Young announced that the IRS standard mileage rate for 2019 was 58 cents. Our current mileage rate is 45 cents. Selectman Chivers noted that is a 10-year-old rate. Selectman Dann said to make it simple they should reimburse per mile the current federal standard at the time. They should also reimburse them for any tolls or parking. Chair Young thought that was a good idea. Selectman Chivers said this way it updates itself. Chair Young said they don't a lot of employees putting in for mileage. This will give them the right to do so. Chair Young asked if they would like to make a motion. Selectman Dann said they don't have a written policy for this. Chair Young asked if they would feel more comfortable getting this in a policy and bringing it back to the next meeting. Selectman Dann said they could call the policy "reimbursement for travel" and add an effective. Chair Young said they will make it a policy and bring it back to the Board.

Returned Check policy: Selectman Dann said any check that is returned there is a \$25 return check fee. It was noted that the returned check fee is \$35 now. Chair Young said they could change it to "current bank rate" instead of putting a figure in there. Selectman Dann didn't think they need the "Purpose" section in the policy. Chair Young said it sounds a little bit wordy, but they ran by the bookkeeper who is the one that has to handle this. Selectman Robie thought it was alright to have a heading and a purpose. This is why they have a policy; it clarifies. You need to have a purpose before you have a procedure. Chair Young said it follows the other policies they have. She didn't want to dismiss what Selectman Dann is saying. Chair Young said they will update the policy and put it in the sign folder.

Other Business

Roadside Clean up: Selectman Dann has asked the Chief if he sees any bags to let us know so they can get it picked up. They'll be here at 8:00 am on Saturday morning. Chair Young mentioned that the Girls Scouts are going to do their Easter Egg Hunt at 10:00 am on Saturday morning. The Boy Scouts will be serving hot dogs at lunch time.

Selectman Dann said he was in Rhode Island today and across the state highway he saw signs "Beautiful Rhode Island – Don't litter". He would like to see some signs "Beautiful Candia – Don't litter". It would keep people thinking of it. Selectman Chivers asked Selectman Dann if he thought it would stop people from littering. Selectman Dann answered if it stops two people then they've gained. Out of sight out of mind is what it amounts to. It just a thought because the state and federal doesn't really do anything anymore. It's nothing that needs to be decided tonight, but it just brought it to home. Selectman Brock asked how that was working for Rhode Island with all the graffiti and trash and litter from one side of the road to the other. Selectman Dann said they have a \$500 littering fine too. Chair Young asked who was going to enforce it. Selectman Robie pointed that they have "No litter" signs all over New Hampshire, all over the highways. Selectman Chivers said they're on Route 101. Selectman Robie said it tells the fine and the RSA as well.

Chair Young though it was a good suggestion, but she would like him to read the community Facebook page about littering. There are some great comments about how people are the way they are and the best thing

to do is to pick it up. It is an interesting conversation. Selectman Brock mentioned that there is a guy on Chester Turnpike that goes 40 – 45 mph and throws McDonalds right in the middle of the road. He does it on a regular basis, so he is sure he's not going to look at a sign. Selectman Dann said they are shaming people is what it is, they can't change a habit.

Abandoned cemeteries: Selectman Robie noted that they discussed the abandoned cemeteries at the last Cemetery Trustees meeting. Trustee Holly Haas is a paralegal and she will write the deeds and send them to Bart for his approval. Then they will be recorded at the Registry of Deeds. Chair Young asked Selectman Robie to thank Holly very much for doing that.

Board to authorize payment of payroll and accounts payable: Board to authorize payment of payroll and accounts payable. Selectman Chivers announced the grand total for accounts payable and payroll checks for April 18th and April 25th was \$107,835.58. Selectman Robie moved to approve the accounts payable and payroll checks for April 18th and April 25th in the amount of \$107,835.58. Seconded by Selectman Dann. All were in favor. Motion carried.

Calendar:

April 23rd, 2019 at 1:00 pm AARP Scam Seminar in the Town Hall meeting room.

April 27th, 2019 Roadside Clean up.

Public comment:

Regulations: Fire Chief Young said being a conservative almost leaning on libertarian it struck him as funny when the Planning Board Chair made two comments. He said that there are hundreds of pages of regulations. He wished he was still here because he inherited this, but hundreds of pages of regulations.

Cruise night: Selectman Dann asked when Cruise night starts this Thursday April 25th.

Bids for paving: Road Agent Lewis asked if the Board would like him to get bids or quotes for the paving. They can do it either way it is up to the Board. Selectman Robie asked how many thousands of dollars they are going to spend. Road Agent Lewis answered \$225,000 roughly. Selectman Robie thought they should probably get some quotes. He would have the contracts quote the asphalt by the ton. Road Agent Lewis said that is what they usually do. He just wanted to run it by the Board, because he asks every year. Selectman Brocks agreed and this is typically what they used to do. Road Agent Lewis said they usually get a per ton price and he shows everyone the same project. Selectman Brock asked if he is giving them his working timeframe. Road Agent Lewis said they try work together. He tells them his timeframe and they give him their timeframe.

Selectman Robie mentioned that the Cemetery Trustees want to pave from the gate down Main Avenue. They've appropriated \$10,000 in the budget. He asked Road Agent Lewis to look at that as well. Road Agent Lewis said they could get a much better price if it is tied in with a project. Selectman Robie thought they ought to box that out a foot, 10 feet wide and then pave it. Road Agent Lewis asked if he knew what was under there. Selectman Robie thought it should be boxed out 10 to 12 inches. Road Agent Lewis said Holly had called him in the fall and he told her to let him know in the spring. This is what they usually do with the school. It saves them a lot of money.

Selectman Robie asked how their box culverts were coming. Road Agent Lewis said Bob Panit is working on the second grant, the first one they didn't get. He was doing the paperwork for it a week ago.

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Selectman Robie asked if they have the drawings and are the plans all done. Road Agent Lewis said they will use the plans from the one they didn't get the grant for. It is the same project, it's just a different application. It's all sized. Selectman Robie asked if they have the drawings. Road Agent Lewis thought Stantec has the drawings, they had all the specs. Someone has them he'll call Brian (Stantec) tomorrow. Something went in with the first application and Stantec applied for that one.

Selectman Dann moved to adjourn 8:01pm. Seconded by Selectman Robie. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen
Recording Secretary