

~~Unapproved~~ **APPROVED**  
**Candia's Selectmen's Public Meeting Minutes**  
**June 10<sup>th</sup>, 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, and Selectman Brock.

**Approval of Minutes: Public and Non-Public meeting minutes of May 29<sup>th</sup>, 2019.** Selectman Robie moved to approve the Selectmen's Meeting minutes of May 29<sup>th</sup>, 2019 as presented. Seconded by Selectman Chivers. All were in favor. Motion carried.

**Public Comment:** There was no public comment.

**Department Reports: Highway; Police; Fire; Building; Planning; Solid Waste; Budget; Other**

**Highway:** Road Agent Lewis read from the attached report. He received two bids for paving. He asked the Board if they would like to him to get more prices. He is going to do it a little different this year. They are going to do Douglas Drive and Pine Ridge. He needs to pave soils down the sides, because it is eroding on both sides. It's the first part of Douglas and the backside. He had the paving companies include that on their per ton price. This way they aren't paying separate for the handwork. The only easy paving they have is the Adams Road paving, because there is no curving or swales. He thought the ton prices are going to be higher because all of that is included. They have Merrill Road, North Road, and parts on New Boston. In the past they paid an hourly rate for the paving crew and trucks. This year he wanted that in a per ton price, because by the ton they work faster.

Chair Young asked if there would be any left over to finish Moore Park or is that under something else. Road Agent Lewis said they can pave it if she wants. They are going to do the cemetery and they are going to be paving the parking lot up behind the school. If this is something, she wants to do they can do it at either time.

Selectman Robie asked how many tons did they bid? Road Agent Lewis said his estimates were 2,600 tons. This included Adams Road, which was a separate budget, it doesn't come out of our operating budget. There was some further discussion about how many tons it will take to pave the road. There was some discussion about the bids. There was \$185,000 budgeted in the operating budget to prep and pave the roads. The road reconstruction warrant article has \$150,000 in it.

The two bids that were received were from Pike and Bourassa, Bell and Flynn backed out on Friday. Selectman Chivers felt comfortable going with two bids if they have done business with them before. Road Agent Lewis said it was the Boards decision. The Board proceeded to open the bids. Road Agent Lewis knew the per ton price would be high, because he expects them to pave a certain way. Selectman Brock asked what it was last time. Road Agent Lewis answered last time it was \$65. When they paved those short areas they paid by the hour.

Chair Young asked if they were too small for Continental. Road Agent Lewis said he received a price from them last year and they were \$10 per ton higher.

Selectman Brock said the shim and overlay from one quote was \$87.25 per ton and the other was \$85.50 per ton. The price for the 2-inch binder was \$84 and the base was \$82.50. Road Agent Lewis said its about 650 tons of binder. The more tons they can put down in a day effects the price. Selectman Robie said at \$85 per ton it comes out to \$220,000. Road Agent Lewis noted they had \$230,000. He wants to pave the shoulders and a berm in Douglas Drive on both of those roads. Any of the new pavers will pave that all one piece. They can pave the road and the shoulder and the berm on the end all in one pass. It's worth it because they won't have seams.

Road Agent Lewis asked about Pikes reclaiming versus Bourassa's. Selectman Brock said they were still close. Selectman Chivers thought Road Agent Lewis should review the bids and come back to the Board with a recommendation. Chair Young wanted to table this discussion, so they could let the Diane Philbrick of the Heritage Commission speak.

**Boards/Committees opportunity to meet with the Selectmen – Heritage Commission.** Heritage Commission Chair Diane Philbrick and Heritage Commission Vice-Chair Betty Sebean were present. The others on the Heritage Commission are Carmelle Druchniak (Secretary), Ray Cresswell who lives in a historic home in the village, Lorraine Briand who lives in historic home on Depot, and Carol Howe how lives in the Legacy Farmhouse. They are one-member short right now and would love to have one more member on their commission.

Heritage Commission Chair Diane Philbrick said one of their major functions is the documentation of history. The biggest documentation that they did was for the Semi-Q and they put out a book called "A Sense of Place". They've also documented the schoolhouses, the Soldier's monument, and the water powered mill sites. These books are available at the library. The documentation process they are working on now is the Smyth Memorial Library. Doc Purington did a remarkable history from 1781 to 1990. In the past 30 years a lot has happened in and through the library. So, they are working on an update for the library.

Heritage Commission Chair Diane Philbrick noted the long-term projects they have been working on is to recognize and do some history work and some signage on the five little communities that make up our town. Every time they have some sort of town planning, they always hear they need a town center and they don't have one. They don't have a center, but they have five small ones. They have worked on four of the five. Bean Island is the one they have yet to work on. They have done the historic hill for the original meeting house. They've done East Candia; Boyd did a lot of work on that one and they have a state sign. They've done the village and the mill history that is there. They've done depot and the railroad history that is there. Frank Sarra has designed a very nice sign, so they are signing and doing history on each of these individual areas.

Heritage Commission Chair Diane Philbrick explained the other project they are working on is the historic barn easements. It is a 10-year easement and it has been expired and been renewed. Over 14 years ago the Selectmen felt this was a good thing for our town to recognize the value of historic barns. It is supposed to be an encouragement to the barn owner because it is a tax savings. It is a minimal amount, but it is more about the recognition of the agricultural history in the town. The barns must be in a certain condition. The taxes are not to go up on a barn, because it is being improved and restored. The easement is to keep the tax on that building reasonable, this is its intent. They have 10 barns on the list right now. They would like to approach other barn owners, but the reason must be greater than the financial.

Chair Young asked if there is anything this Board can help them with. Heritage Commission Chair Diane Philbrick couldn't think of anything. Chair Young thanked them for everything that they are doing. Heritage Commission Chair Diane Philbrick presented the Board with some information on barn easements and cultural resources.

**Highway continued:** The bid discussion resumed. Road Agent Lewis thought the bids were almost even. Selectman Chivers asked if Road Agent Lewis would come back with a recommendation. Chair Young said he could talk with his liaison and figure it out.

**Police:** Chief McGillen read the attached report. They had theft of tools from a shed. It was a burglary of an unoccupied structure on Brown Road. So far nothing has surfaced on this. It's hard to trace this stuff. They bring it down to Massachusetts and it is not going through a legitimate pawn store. It makes it hard to trace serial numbers. The department received a patriotic employee recognition for hiring Mike Bevere. They appreciate the department supporting the military in that capacity. The department received a \$5,000 donation from resident Heidi O'Connell for assistance to her family. The new cruiser is at Bilodeau's in Pembroke being outfitted. Officer Bevere should be patrolling solo at the end of this month, he has been working a lot with Corporal Langlois.

**Fire:** Selectman Dann read from the attached report. Most of the calls were EMS. They had search & rescue and air pack training. Chief McGillen wanted to thank the Fire Department. They had CPR, AED, and first aid training put on by Bill Cormier. He did a great job.

**Building:** Building Inspector Murray read from the attached report.

**Planning:** Selectman Brock noted they had the other work session and a meeting too. They are going to put together their comments and suggestions and give it back to the Board. There was a lot of discussion about expediting it. This seemed to be the consensus of the Planning Board. They would like to get this down on paper because there are a lot of other things they need to be working on.

Chair Young asked if they have a public hearing. Selectman Brock said they wanted to have the abutters and the public. He is not convinced it is supposed to happen that way. He didn't know if it would be productive. Selectman Robie didn't believe it was legal. It must be a public hearing. Selectman Brock explained the immediate suggestion was to contact the immediate abutters first. It would still be a public meeting. Selectman Robie thought it would be a nice gesture if the Planning Board notified the abutters. Chair Young didn't think they should tell the Planning Board what to do.

Selectman Brock said they addressed concentrating on that buffered area, instead of answering all the questions of what is going to happen in the future. If they are going to propose something, simplify it. What they are trying to do is relax the zoning so development can happen in that area. This is what they are trying to concentrate on and let development control how it is developed. Economics is going to dictate what happens. They are going to get something down on paper and they are going to move forward with that.

Chair Young thought it was a good idea to get it out to the people and get some feedback. Her opinion is they are putting the cart before the horse. They aren't working in conjunction with the state. She would think they would have to get the roundabout and then decide, but she didn't know if people in town want the roundabout. Selectman Brock said this may not go anywhere. There was some discussion about putting sidewalks in. Chair Young said she would like to do something rather than study it some more.

There was some discussion about the CIP. Selectman Brock said there was some discussion about forming a committee.

Chair Young asked if there were any other questions. Selectman Dann said if they put in crosswalks, there would need to be a light.

Chair Young would like to do something, but not do it out of order. Selectman Brock didn't see anything happening right away. Even if it is rezoned and everyone is happy with it. Economics is going to dictate when and what happens there.

Selectman Robie said they talked about this two weeks ago in detail. The topic came up if they want to do it, they have to spend money. They need to hire an engineer to lay out the two things Selectman Brock and Chair Young are talking about – traffic flow and an area of dense housing. They have to pay someone that is skilled to layout a highway. The state is going to work with us, if we have it on paper. They aren't going to come in here and design an intersection or highway exchange. If they have on paper what they would like to see in our center that is what the state would do.

Selectman Chivers said there was some discussion about a survey on whether the people of Candia would support this. The only survey that counts is whether the people of Candia vote for the proposed zoning amendments. Why don't they propose the zoning amendments first and if they pass then we can spend the money on the engineering. What is the point of spending money with professionals and then find out the people of Candia don't want 1/2-acre zoning?

Selectman Robie said they have a traffic issue first. This is the main issue before anything happens at the four corners. Road Agent Lewis explained no matter what they have to be involved with what the state is going to do. They are going to start that process in the next 2 or 3 years. They need to be involved, because they don't want to end up with something they just give us. They are going to do something, but the town needs to make sure it is going to work for them. There was some further discussion about the road project and the master plan.

Chair Young thought they needed a plan and if they didn't have one by the end of this year they were in trouble. She thought the state would have their engineer design it. Road Agent Lewis said they will take our ideas and work with them. Chair Young thought the majority were supportive of planning, but she didn't think they would vote for it again next year if nothing happens. They want to see and have input or have that \$10,000 plan something else.

Selectman Robie reiterated they need to have an engineer do a survey of the land. The road might possibly have to move, so you need to have an engineer tell you where it can go and what can happen. Then the state will look at it and say this is doable, because you have already done your homework. The Planning Board is at the point where they want to bring something forward for a zoning change, but this Board keeps shooting holes through it. Selectman Brock said they are trying to get it on paper and keep it simple, because they don't want to talk about the same thing week after week. Selectman Robie said if they move the road it may open up a lot more property for what they are talking about, that is why the two have to go together. There was some discussion about hiring an engineer.

Selectman Brock said they have two separate issues. There is existing traffic and it has nothing to do with redoing the zoning at the four corners. Do you want the Planning Board to work on that too? Chair Young said she would like them to work on the impact fees. Selectman Brocks said he would like some direction from the Board. What would they like him to bring back to the Planning Board? Should they keep doing what they are doing, or would they like them to do a traffic study too. Should they get an engineer? Selectman Robie said they would have to budget for that. It's a lot of money to do it and do it right. Selectman Brock didn't think that would fly. Selectman Robie noted if the Board is always at odds about how they are going to approach this it is never going to happen. Chair Young didn't think they were at odds, but they have different feelings on the village.

Chair Young recapped the Planning Board is going to finish up what with Nate of SNHPC is working on. Are they bringing the village concept to the town? Selectman Brock said that is their intent. They are going to wrap it up and present it to the town. They need something because this will have an impact on everything else that happens. Chair Young asked if the Selectmen should suggest that the Planning Board finish this up, have a public hearing sooner than later. Then they can finish up some of the other things i.e. zoning, etc. Selectman Chivers said if they propose the zoning amendments, they can have a warrant article that is contingent upon the zoning amendments passing. Then they can appropriate a certain amount of dollars it takes

to start implementing the changes. Let's not spend the money until we know the town supports these zoning amendments.

Resident Lorraine Briand asked if Route 43 and 27 are state roads how much of the cost is our responsibility. Chair Young thought it was the states. Road Agent Lewis said it was the states, but if they deviate from what the scope is, they will have to put in a certain percentage. Resident Lorraine Briand clarified the town would be responsible for an engineer to draft plans. Selectman Brock said that's what was suggested. Road Agent Lewis said the state will draw the plans for us, but what Selectman Robie was referring to are the conceptual plans.

**Solid Waste:** Selectman Dann said he would have a report for the next meeting.

**Budget:** Chair Young said the Budget Committee is meeting on Wednesday, June 12<sup>th</sup>. There are some lines that are getting close.

### Old Business

#### **Policy review – cash receipts and fraud:**

**Cash receipts:** Selectman Dann moved to accept the cash receipts policy as written. Seconded by Selectman Robie. All were in favor. Motion carried.

There was some discussion about the petty cash policy. The Town Clerk would like to increase her petty cash from \$200 to \$300. The Board will reconsider the petty cash policy at the next meeting.

**Fraud:** Selectman Chivers moved to ratify the fraud policy dated March 28<sup>th</sup>, 2011 as written. Seconded by Selectman Dann. All were in favor. Motion carried.

### Old Business

**Town hall sidewalk:** Selectman Brock said he and Dennis looked at the grades the other day. There is a slight drain to that existing drain in the parking lot. They would like to raise the section that puddles up and see what happens.

Chair Young asked if they have enough people or could they find people to get that done. Doesn't it have to be done the whole way around. Road Agent Lewis said they are going to lift that small section (end of the handicap ramp) and see if it drains, before they spend the money on the catch basin. With the transit it should flow out of there. Selectman Brock said they want to try this first and then they can reset all the bricks.

There was some discussion about fixing the sidewalk and the cost. Selectman Robie said they have budgeted for it. There was also some further discussion about catch basin.

Chair Young asked what the Board would like to do. Selectman Brock agreed that it needs to be complete, but he didn't like the bid of \$27,000. Selectman Robie said they have a building maintenance fund for things like this. Selectman Brock asked if they should contact the company and asked them how much it would cost without the catch basin. Selectman Robie said maybe some other contractors would bid if the catch basin wasn't involved. There was some discussion about sending it out the RFP again.

It was the consensus of Board to send out the RFP again without the catch basin. Selectman Robie said he would work on the specs and the deadline.

**Minutes:** There was no further discussion.

**Class 6 Road signs:** Selectman Dann asked what happened with this. Road Agent Lewis said they are still trying to figure out what is going to work best without ruffling too many feathers.

### New Business

**Smyth Memorial Building Trustees to request funds from the Trust Fund:** Selectman Robie said they budgeted in their 2018 budget to fix the rot in the front entrance. In the 2019 they budgeted \$2,500 for building maintenance which was going to include getting that entrance painted. A volunteer put a coat of paint on it about 10 years ago. The coat of paint wore out. They got a quote to have it repainted it is was almost \$6,000. The Trustees would like to solicit \$4,000 from their capital reserve fund and use \$2,000 out of their building maintenance fund and keep \$500 for whatever else might come up. They would like to get that addressed this year and with a little maintenance it should last another 80 years.

*Chair Young moved to solicit Trustees of the Trust Fund to access \$4,000 from the Smyth Memorial Building Fund (CRF) for the restoration of the front entrance. Seconded by Selectman Brock. Selectman Dann thought the money was going to be used for a well and septic system. Now they are spending another \$6,000 and no one can use the building for another year. They are taking money from that trust fund that was meant for the septic system and well. Selectman Robie didn't believe a use was ever stipulated for that trust fund. It is for the preservation and renovation of that building. He didn't think it said anything about a well and septic. The Smyth Memorial Building Trustees have solicited a price for the well and septic and they will be bringing a warrant article to the town for those two items. Chair Young called for a vote. Chair Young, Selectman Robie, Selectman Brock, Selectman Chivers were in favor and Selectman Dann was opposed. Motion carried on a vote of 4 to 1 (4-1-0).*

**Selectmen to request funds from the Future Revaluation Capital Reserve Fund:** Selectman Robie moved to approve the funds in the amount of \$7,395 from the Future Revaluation Capital Reserve Fund. Seconded by Selectman Chivers. All were in favor. Motion carried.

### Other Business

**Moore Park - doors and locks:** Chair Young explained the company who gave us the pricing for the locks will put the locks on the doors, but they don't supply the doors. The amount for the doors is over what she encumbered, because she only had one bill. She can get the locks a lot less expensive somewhere else and get them installed, about \$300 per door. She has an invoice from this company and is now committed.

Selectman Chivers thought they could go with the company that is less money than the original contractor. They don't have an obligation to that company. Chair Young answered no, she told them she needed a bill because she needed to encumber it by the end of the year. There was some discussion about the doors.

Selectman Robie suggested they have two new doors and frames installed in that building. When that is completed, call a locksmith and have the locks installed with the encumbered funds. If that isn't enough to pay for it, he was sure they could find the funds in the budget.

**Moore Park – use of field:** Chair Young said they have to decide if they are using the field for softball or soccer. Selectman Robie asked who they were fixing the field for. Chair Young noted the school softball team uses it. The girls' softball team plays on a sand infield. Chair Young explained this was supposed to be done

before and it wasn't. It was supposed to be changed back to a softball field, but it wasn't being maintained. The Moore School softball team was using it last year, but they thought it was dangerous. They didn't use it this year at all. They bus the girls to another school instead of using the Moore Park.

Selectman Robie asked if the Moore School softball team has a budget. Chair Young said it doesn't include a park. Selectman Robie said they are redoing a ballfield and they don't know who is going to use it. This is a town park, but they need to have some idea of why they are doing this. Chair Young noted the CYAA and Moore School don't have a softball field. There was some further discussion about the use of the field.

Selectman Robie noted that the CYAA told them as a Board that they would no longer need their facility. The Town and CYAA built the field house. The CYAA was going to paint and maintain it and if the pipes broke the town would pay for it. After they built their facility, Paul LeBlonde said they wanted to turn the field house over to the town and they wouldn't be using the park any longer. The town took over the field house and put a new roof on it and painted it. If CYAA wants to use the park they ought to come to the Select Board and make us an offer. It's the same for the school. Chair Young noted they always used it. There was discussion about the condition of the field.

**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 May 23<sup>rd</sup>, May 30<sup>th</sup>, June 6<sup>th</sup>, and June 13<sup>th</sup> was \$569,803.51. Selectman Dann moved to approve the accounts payable and payroll checks for May 23<sup>rd</sup>, May 30<sup>th</sup>, June 6<sup>th</sup>, and June 13<sup>th</sup> in the amount of \$569,803.51. Seconded by Selectman Chivers. All were in favor. Motion carried.

**Public Comment:**

**Old Home Day:** Hannah Lewis announced that Old Home Day will be on August 24<sup>th</sup> this year. The Fire Department is doing their breakfast in the morning and the CYAA is doing their road race from 8:00 am to 10:30 am. The parade will be at 11:00 am.

**Sidewalk bids:** Resident Amy Komisarek asked about the bids and do they have the right to go back to the one person who bid and ask them to sharpen their pencil or do you have to take it at face value. Selectman Robie thought the Board had the right to do that. If they had three bids, they would have to ask all three.

**Old Home Day continued:** Building Inspector Murray asked if they were ever going to budget for Old Home Day. Selectman Robie said he mentioned this before at budget time. Then they could get marching bands and such. Chair Young said it is something to think about. Selectman Robie said he would talk to Hannah about the fireworks.

Selectman Chives moved to adjourn at 8:45 pm. Seconded by Selectman Dann. All were in favor. Motion carried.

Respectfully submitted,  
Andria Hansen  
Recording Secretary