

~~Unapproved~~**APPROVED**
Candia's Selectmen's Public Meeting Minutes
September 23rd, 2019

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

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

Roll call was conducted.

Approval of Minutes: Public and Non-Public meeting minutes of September 9th, 2019. Selectman Chivers moved to approve the Non-Public meeting minutes of September 9th, 2019 as presented. Seconded by Selectman Brock. All were in favor. Motion carried. Selectman Chivers moved to approve the Public meeting minutes of September 9th, 2019 as presented. Seconded by Selectman Dann. All were in favor. Motion carried.

Public Comment: No public comment.

Budget Review: Ambulance, Animal Control, Direct Assistance, Election Administration, Election & Voter Registration, Highway Department, Insurance, Legal Expenses, Other Culture & Rec: Summer Rec/Ski Program, Police Department, Principal – long term interest, bonds, & notes, Regional Planning Commission, Solid Waste, Street Lighting, Tax Collector, Town Office Expenses (includes Trustees of the Trust Fund & Website, Treasurer, Welfare.

Ambulance: Selectman Dann moved to approve the proposed 2020 Ambulance budget in the amount of \$1.00. Seconded by Selectman Chivers. All were in favor. Motion carried.

Animal Control: Selectman Robie noted there is a slight increase. Selectman Chivers said the wages went from \$1,500 to \$2,800. Selectman Brock thought it was based on the activity. Chief McGillen confirmed that's what it is. They had an increase of activity with the dog fines and whatnot. They have a different approach now, instead of passing the buck on to the officers and Karen the ACO is handling that function. There was some further discussion about the budget. Selectman Brock moved to approve the proposed 2020 Animal Control budget in the amount of \$4,527. Seconded by Selectman Dann. All were in favor. Motion carried.

Direct Assistance: Selectman Chivers moved to approve the proposed 2020 Direct Assistance budget in the amount of \$15,000. Seconded by Selectman Dann. All were in favor. Motion carried.

Election/Voter Registration: It was noted that there are four elections in 2020 plus the Deliberative Session. Selectman Dann moved to accept the proposed 2020 Election/Voter Registration budget in the amount of \$5,811. Seconded by Selectman Chivers. All were in favor. Motion carried.

Election Administration: Selectman Chivers moved to accept the proposed 2020 Election Administration budget in the amount of \$15,587. Seconded by Selectman Brock. All were in favor. Motion carried.

Highway Department – Highway General Fund: Selectman Dann asked about the asphalt maintenance and they top coated certain places. Road Agent Lewis explained they usually do a couple projects a year with that money. The reason there is so much money in that line is because they haven't done Douglas Drive or Pine Ridge yet. It will be this week or the week after. There won't be anything left in that line in three weeks. It's shimming

and overlaying whatever needs to be done. Selectman Dann clarified it is an overlay not reconstruction. Road Agent Lewis explained sometimes its just going over it or we'll grind it up, regrade, and then repave.

Road Agent Lewis explained the only increases that he had was for the spaying of the knot weed. It is up from what they were going to spend this year, because he found two more areas. It should be done next year. He added to the sign budget because we've had an unbelievable number of requests this year. This line is way over budget, and he would assume it would keep going that way. It's now \$3,000 up from \$1,400.

Selectman Brock mentioned Blevens Drive. He and Dennis met with Eversource today about the issues. Hopefully Eversource will do some exploring to find where the cable is. Then we can do the shoulder work and get the water off the end of Blevens Drive. It will be somewhat of an improvement for this year.

Road Agent Lewis explained a lot of the troubles we've had with these older subdivisions, when they go in there to do any work the utilities are right on the surface. So, you can't ditch them properly and sometimes we can't mow them. They've had some of them redone on Douglas Drive, so they can get things where they need them. Blevens Drive is really a problem, this is why there's an ice flow there at the end of the road and we couldn't do anything with it. Hopefully Eversource will do something about it, so they can fix that before the storms.

Selectman Brock said the Board has had a little discussion about Currier Road. His thought is put it in the budget, not as a warrant article. The Board has indicated this is way past due and needs to be done. He is talking about the section off of North Road that goes up to the town line. Road Agent Lewis said he was still in favor of it being a warrant article. Selectman Brock said either way it is going to have its due day of discussion at a public forum. The Board can obviously change it at that time, he was wondering if the Board wanted to include that now or wait until a later date.

Selectman Robie asked if they had a number on that. Selectman Brock said that Dennis had a rough idea. If it is \$200 a foot, you're right around \$350,000. Road Agent Lewis said that's what he figured. So, his thought was do it as they do it now. Do it in two or three phases with warrant articles and let the people decide. If the Board wants to put it in the budget it is up to you, but he would worry about it going to default. Selectman Chivers agreed with Road Agent Lewis. Road Agent Lewis said he would do a warrant article for two reasons. First, increasing the budget and the other if there is a big push against it, we may be losing on the budget anyway. The warrant articles have worked for us the past 26 years. The town has done their road reconstruction on warrant articles.

Selectman Brock said he didn't want this to take away from Healy Road. Road Agent Lewis said they could put two in one year or they can put in one. It's up to the Board. Selectman Robie agreed that it has worked for the past 25 years, but in budgeting nowadays other things come into play. They need to budget for things and get them done. On Currier Road they've dumped tens of thousands of dollars' worth of stone in that road to no avail. It just gets worse, that's poor on our part as Selectmen. They are going to talk about the Highway Winter Fund and every line there is overspent, and they don't seem to adjust that any. The warrant article is a safety net and they are into it almost every year. They don't adjust the lines to keep the budget down. Currier Road is an issue he is not in favor of dumping rock in the road and then hauling it down here and dumping it over the bank. The Road Agent is up there in the middle of the night with stuck cars.

Road Agent Lewis said the controversy is going to be there whether it is in the budget or a warrant article. Selectman Brock said the argument is the reason we are proposing it in the budget is because it is a serious issue. Road Agent Lewis said they are going to have to explain to the majority of the voters why this has to be done. Selectman Robie said at some point the people have to realize that the community needs to spend the money to get the work done.

Road Agent Lewis said we could add it his budget and do it over two or three years or we can add it to his budget and do it all at once. The decision is up to the Board. Selectman Dann asked if it would cost \$250,000. It was noted it would be a minimum of \$300,000. Selectman Robie thought they should do a little more research. Selectman Dann said if they put it in the budget they can't wait until Deliberative Session to educate the people of why we need it. They are going to have to call some type of meeting. This is a very important issue and they

all agree it needs to be done. They need to get the information out to the people and how do we do that. He thought the Board needs to do something different than what we have done in the past. One of the ways is giving out information at the Recycling Center. They can pass out literature to the residents.

Selectman Robie said the Selectmen and the Budget Committee send out all of the information on the budget. A few people show up for the budget hearing and 60 people show up for the Deliberative Session. He didn't know how we are going to educate the people. They've tried it with SB2 for 13 years now and it is very difficult. Selectman Dann said it is difficult, but they have to get it out. Maybe they could do a direct mailing just on this.

Selectman Brock asked the Board if they wanted to hold off. Selectman Robie said if we are going to think about a project of this scope, we need nail down a number. We should do some measuring and test pits and figure it out if we are going to do a job to this scale. Road Agent Lewis said he could figure out an exact number.

Selectman Robie asked if it would be approximately \$350,000 with asphalt. Road Agent Lewis confirmed that it would cost that amount. Road Agent Lewis explained that whole road needs an under drain because of the water table. He can have the numbers next week. Selectman Brock asked if he could have the numbers for the next meeting.

Selectman Chivers said he would in favor of a warrant article. If this budget gets to a certain threshold, we are going to end up with a default budget. Selectman Robie said they can only go default for so long and then the community crumbles. Then people will start voting for the budget. If they put it in as a warrant article the group that shot it down the last time will shoot it down again. And we are going to continue to dump tens of thousands of rocks in the road and the Road Agent is going to be out there in the middle of the night fixing the road.

Selectman Chivers felt there was enough new development on Currier Road for people to be inconvenienced and they will come out and support that warrant article. Selectman Robie said the twenty people up there don't have a lot of power against the four hundred that will rally. Road Agent Lewis said he would do the numbers and the Board can think about it.

Highway Winter fund: Selectman Robie asked Road Agent Lewis is he wanted to add to the highway winter fund, every line is over expended. Road Agent Lewis explained it depends on the winter, some years they are good and some years they are into the winter warrant article. Despite having very little snow last winter it was still a tough winter. They spent a lot of money on materials and were out three times per week and nothing to show for it. At least snowbanks make it look like we did something.

Selectman Robie said in this economy everything costs a whole lot more than it used to. A \$5,000 increase in a \$600,000 isn't keeping up.

Road Agent Lewis explained his proposed budget. The sand prices didn't change for this year. He hasn't gotten a salt quote yet. The (operator) rates changed last year. We are over on cutting edges, but we replaced almost every set on the trucks at the end of last winter. If we are going to add anything to our bottom line in the highway department, he would move the winter maintenance warrant article. When they first started that 13 years ago, the DRA said if we used it more than 4 years in a row it should probably go into our operating budget. He wouldn't suggest moving the warrant article into the budget and doing Currier Road in the budget at the same time.

Selectman Robie thought it was a good idea to have a warrant article for a safety net for winter maintenance, but not if they are going to use it every year. Selectman Chivers said shouldn't what we are budgeting for next year reflect what we spent so far this year. We budget \$185,600 for payroll last year and spent \$188,000 this year, shouldn't it be at least \$188,000. Road Agent Lewis said it was an unpredictable type of budget. They could have a winter where they hardly ever go out. Or they could have a huge winter and they're into it all. There was discussion about the winter warrant article. Selectman Brock said it's to cover the minus's in the budget. Selectman Robie added to cover November and December this year if it snows.

Selectman Robie asked the Board what they would like to do. Selectman Brock would like to increase the salt and payroll. Selectman Chivers moved to add \$20,000 to the Highway Winter Fund to be allocated by Road Agent Lewis and Accounting & Payroll Specialist Becker which will result in a department request of \$644,879. Seconded by Selectman Brock. All were in favor. Motion carried.

Insurance: Numbers were not available.

Legal Expenses: Selectman Chivers asked why this budget went up 62%. Accounting & Payroll Specialist Becker explained we have paid January through August so far. She took the 8 months and divided it by 8 and multiplied it by 12. Because they are already over by \$1,951 and they still have four months left and each month is a minimum of \$1,700. So, there's another \$6,800 coming off that line. They have some legal things going on and she didn't know if that is going to change next year at all. Selectman Brock noted that some of those cases are still pending. Accounting & Payroll Specialist Becker thought they should keep boosting up that legal line or we'll keep going over. Selectman Robie thought the legal fees keep skyrocketing and we need to protect ourselves. Selectman Chivers moved to accept the proposed 2020 Legal Expenses budget in the amount \$43,000. Seconded by Selectman Dann. All were in favor. Motion carried.

Other Culture & Recreation: Selectman Chivers moved to accept the proposed 2020 Other Culture & Recreation budget in the amount of \$3.00. Seconded by Selectman Brock. All were in favor. Motion carried.

Police: Selectman Robie noted we are making good progress in the department with some new employees. *Selectman Robie moved to accept the proposed 2020 Police budget in the amount of \$736,122. Seconded by Selectman Chivers.* Chief McGillen noted he put in for a couple of increases. He moved the cruiser line up from \$15,000 to \$17,000. He plans on purchasing one in 2021. He raised the maintenance line; a couple of the cruisers are well over 100,000 miles. Selectman Chivers asked how the Full-Time Officer Wage line went down. Selectman Robie explained the two officers that retired were on the higher end of the wage scale. There was some discussion about the Chief's wages. Accounting & Payroll Specialist Becker explained Chief McGillen was due for a step increase next year. Selectman Robie called for a vote. *All were in favor. Motion carried.*

Principal - Long Term Bonds & Notes: Selectman Robie thought they could remove this line. Or this might be the right way to do the road paving project and a couple of other projects in their community. Maybe borrow a million dollars and pay for it over a 10-year term, but that is for another discussion.

Solid Waste: Selectman Robie asked if there were any questions. Selectman Chivers asked if they are replacing a compactor unit. Selectman Dann said it is the compactor on the end for the garbage. The building is 11 years old and the compactors were old when we got them.

Selectman Robie asked if Waste Management was still hauling the trash and would they be interested in supplying a compactor for their services. Recycling Center Supervisor Chuck Witcher explained the problem with that is if they ever stopped using them, they'll take their compactor. Selectman Chivers asked how many years they have left on that contract. Recycling Center Supervisor Witcher said there was four years left on that contract. He didn't know in the long run if it would be any cheaper. Buying it opposed to paying them. Not only will Waste Management have to buy the unit, but they'll make money off of it because they have a profit margin. He could look into it if the Board would like. Selectman Brock thought he should, because this isn't the final budget. Selectman Robie said there is a \$37,000 increase in the budget and the compactor is \$22,000 of it.

Selectman Robie asked about land fill disposal. There is 37% left. Selectman Dann noted some of the bills haven't come in yet. Selectman Robie called for a motion. Selectman Dann moved to approve the proposed 2020 Solid Waste budget in the amount of \$411,858. Seconded by Selectman Chivers. All were in favor. Motion carried.

Street Lighting: Selectman Chivers moved to approve the proposed 2020 Street Lighting budget in the amount of \$6,150. Seconded by Selectman Dann. All were in favor. Motion carried.

Tax Collector: Selectman Chivers moved to approve the proposed 2020 Tax Collector's budget in the amount of \$25,160. Seconded by Selectman Dann. All were in favor. Motion carried.

Town Officer's Expense: Accounting & Payroll Specialist Becker hasn't received numbers from Vision Appraisal and some of the dues. She increased them by 3 %. Selectman Chivers asked if this was an appropriate time to talk about a COLA. Selectman Robie asked if they a number on that. Accounting & Payroll Specialist Becker answered that she hasn't seen a concrete number yet. Selectman Robie called for a vote. Selectman Chivers moved to approve the proposed 2020 Town Officer's Expense budget in the amount of \$234,177. Seconded by Selectman Brock. All were in favor. Motion carried.

Treasurer: Selectman Chivers asked about the stipend going up 32%. Treasurer Katie Philbrick explained she hasn't had an increase since 2005. She felt the job has grown significantly, at least a quarter maybe a little more. She has subaccounts to manage and she has been a little more active in investing. With the addition of the credit cards it has created a lot of paperwork. She has to be available now two more times per week at her computer with a bank token to release funds. If she were to pay her Deputy to do that, she would pay her \$12 to \$15 to do that task.

Selectman Chivers was glad Treasurer Philbrick came to her own defense. He can't imagine this town getting more value out of any other employee or elected/appointed official. You handle millions of dollars and there is nothing wrong with the way you conduct our business and now you have to deal with the credit cards. He felt her raise was well deserved. Selectman Brock said it brought her in line with the other rates based on her hours. Selectman Chivers added she has made a lot of money on our short-term investments. Selectman Chivers moved to approve the proposed 2020 Treasurer's budget in the amount of \$12,244. Seconded by Selectman Dann. All were in favor. Motion carried.

Welfare: Selectman Robie moved to approve the proposed 2020 Welfare budget in the amount of \$6,935. Seconded by Selectman Chivers. All were in favor. Motion carried.

Old Business

Recycling Center – Department Report: Selectman Dann read from the attached report.

Land Use Coordinator: Selectman Chivers said at the last meeting the Building Department requested an additional \$20,000 for a contracted assistant. Chair Young had asked for a job description or an RFP. So, the Land Use Office came up with an RFP and it gives an entire summary of the job description. They made a tentative decision on the \$20,000, but he hopes the Selectmen take the time to read this and see what we expect of this person if we do hire this person.

Selectman Robie asked if we could subcontract this out to a firm. Someone that would come in and look at what we need looked at instead of hiring someone on the payroll. Selectman Chivers confirmed they wouldn't be on the payroll, they would a subcontractor. They aren't going to hire someone. Selectman Brock noted originally they were. Selectman Chivers said it was his understanding it was going to be subcontracted.

Selectman Robie said we need someone other than Stantec. Selectman Chivers clarified the Board wanted them to investigate the possibility of having a contract engineering firm provide a service to the town. Selectman Robie said that is how we left it last meeting. Selectman Chivers said he will follow up on that.

New Business

Exit 3: Selectman Robie confirmed they received a Purchase and Sale agreement on our option at Exit 3. The agreement needs to go to Atty. Mayer for review. The Board waived the \$3,000 option agreement period. Wildcat Development felt more they should secure their option and included it in their \$10,000 deposit. They have two checks in the office one for the \$3,000 and one for \$7,000. If the P&S falls through and doesn't happen Wildcats option will be renewed for another year and we'll refund them their \$7,000. Both will go towards their principal if this closes on November 7th. With the Boards permission he would like to send this to Upton and Hatfield for Bart's review. Hopefully we'll have it back for the next meeting and the Board can sign it. Selectman Brock moved to send Wildcat Developments P&S to Upton and Hatfield for Atty. Mayer's review. Seconded by Selectman Chivers. All were in favor. Motion carried.

Other Business

Firefighter appointment: Selectman Dann moved to appoint Devin Harvan to the Candia Volunteer Fire Department based on Fire Chief Young's recommendation. Seconded by Selectman Chivers. All were in favor. Motion carried.

Board to authorize payment of payroll and accounts payable. Selectman Chivers announced the grand total for accounts payable and payroll checks for September 19th and September 26th was \$187,010.10. Selectman Dann moved to approve the accounts payable and payroll checks for September 19th and September 26th in the amount of \$187,010.10. Seconded by Selectman Brock. All were in favor. Motion carried.

Calendar:

- Selectmen's meeting October 14th, 2019 @ 7:00 p.m.
- Budget Committee meeting October 9th, 2019 (review Selectmen's budget)

Selectman Chivers moved to adjourn at 7:57 pm. Seconded by Selectman Dann. All were in favor. Motion carried.

Respectfully submitted,
Andria Hansen, Recording Secretary