

**Unapproved APPROVED**  
**Candia's Virtual Selectmen's Public Meeting Minutes**  
**April 30th, 2020**

**Attendance:** Chair Susan Young, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Brien Brock, Selectman Patrick Moran and Administrative Assistant Linda Chandonnet

**6:16 p.m.** Chair Young called the Public Meeting to order

Pledge of Allegiance

**6:20 p.m.** Chair Young suspended the Public Meeting and moved to open the Non-Public Meeting RSA 91-A:3 II (L)

**7:05 p.m.** Non-Public Meeting closed

**7:06 p.m.** Chair Young moved to resume the Public Meeting

**Approval of Minutes: Non-Public & Public Meeting minutes March 9<sup>th</sup>, 2020.** Selectman Brock moved to make a motion and accept the March 9<sup>th</sup>, 2020 Selectmen's Public & Non-public Meeting minutes as presented. Seconded by Selectman Dann. All were in favor. Selectman Moran abstained. Motion carried by a vote of 4-0-1.

Roll call was conducted on all votes.

**Public Comment:** Chair Young read information that came in through as an email with an attachment to the Boards meeting from Scott Komisarek & Attorney Wadleigh, Starr & Peters in regard to Selectman Chivers and Candia Crossing.

The Board all agreed that any email requests that are received in relation to what is on the current agenda for that meeting will be presented, otherwise all public comments or information will be discussed later in the meeting.

**2020 Chair & Vice Chair Selectmen & Departments to Oversee:**

The Board all voted for the 2020 Chair Selectman position and elected Chair Young. Selectman Chivers moved to make a motion and accept Sue Young as Chair. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

The Board all voted for the 2020 Vice Chair position and elected Selectman Brock. Selectman Chivers moved to make a motion and accept Brien Brock as Vice-Chair. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Selectmen & Departments to Oversee: Budget Committee: Young, Budget Committee Alternate Representative: Moran, Building Department /Health Department: Chivers, Elections: Moran, Secondary Elections Representative: Brock, Emergency Management: Dann, Fire Department: Dann, Forestry: Dann, Heritage Commission Selectmen's: Brock, Highway: Brock, Parks & Rec:

Young, Planning Boards Selectmen's Representative: Brock, Secondary Planning Boards Selectmen's Representative: Moran, Police Department & Animal Control: Moran, Solid Waste: Dann, Town Office: Young, Secondary Town Office: Brock, Town Office Building: Moran, Safety Committee Selectmen: Chivers, Town Website: Young, Welfare: Dann, Smith Memorial Building Liaison: Dann.

Selectman Chivers moved to make a motion and accept the Selectmen's departments to oversee as presented. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Chair Young asked the Board if she can talk with the Chair of the School to coordinate with them in regard to issues such as the budget. The Board all agreed.

### **Old Business:**

**Convex Mirror:** Selectman Brock informed the Board that Consolidated Communications has offered the Town of Candia to purchase the abandoned pole which is in good condition on Chester Road & Main Street as it is no longer in use. He is waiting to hear back from DOT to make sure they may put a convex mirror on a right of way. Selectman Brock would like the Boards approval to purchase the pole and a convex mirror. The Town's Attorney has advised him that once the pole has been purchased by the Town and if there is ever a possible hazard that they are obligated to do something about it.

Selectman Chivers moved to make a motion to purchase and have ownership of the abandoned pole, to purchase and install a convex mirror on it. Seconded by Selectman Moran. All were in favor. Motion carried by a vote of 5-0-0.

### **New Business:**

**Fire Department:** Selectman Dann read a letter that was sent to the Board members from the President of the Candia Volunteer Firefighters Association. The March 26<sup>th</sup>, 2020 meeting for the members of the Candia Volunteer Fire Department, Chief Dean Young was elected to serve as Fire Chief for the three-year term beginning April 1<sup>st</sup>, 2020. Accordingly, the Fire Department membership is forwarding Chief Young's name to you the Board for consideration and was signed by the President John Burnett of the Candia Volunteer Firefighters Association.

Selectman Chivers moved to make a motion to accept Candia's Volunteer's Firefighters Association recommendation. Seconded by Selectman Moran. All were in favor. Motion carried by a vote of 5-0-0.

**Agricultural Commission:** A letter was submitted from the Agricultural Commission to the Board of Selectmen, stating there is an opening to fill for a term that runs through 2022. They have voted at their last meeting to recommend that Ron Howe be appointed to fill the position.

Selectman Brock moved to make a motion to nominate Ron Howe to fill the position on the Agricultural Commission. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

### **Abatement:**

Chair Young presented the Abatement submitted to the Board from Scott & Pattie Davis for a building that was demolished on July 17, 2019. The Assessor wrote in her recommendation for the Board to abate the property for \$315.58.

Selectman Brock moved to make a motion to accept the Town Assessor's recommendation and reduce the assessed value of the property for the amount of \$315.58. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

**Assessment:**

Chair Young presented the Board with a letter from NHDRA (New Hampshire Department of Revenue Administration) of their agreement with Tammy Jameson and her resignation for June 1, 2020. Chair Young asked the Board for their approval of the resignation submitted, with regret. Selectman Chivers moved to make a motion and accept the contract for Tammy Jameson's resignation as presented. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

**Telephone System Contract & Bill:**

Chair Young stated there is a current contract and bill with PHD Communications which is in reference to our new phone system that was installed. It took a few months to get all the phones working properly. The bill has been half paid and Chair Young has requested accounts payable not to make any more payments to PHD Communications at this time. The company has lowered some of the amount but because it was not working for our Fire Department and Recycle Center for quite some time and that they did not do what they listed on the bill. Chair Young stated how she feels this is an unfair bill to pay and would like more time to pursue it. The Board all agreed.

**Class VI Road & Private Road Policy:** Selectman Chivers read the Class VI & Private Road Policy and to possibly amend it to help resolve any future problems. Chair Young added that if people are not prepared to vote on something that it can be discussed at another time. The Board all agreed this will be discussed and voted on a different date.

**Donation to Boy Scouts:** Chair Young stated last year the Board had raised the donation for the Boy Scout Donation for distribution of Town Reports to Residents from \$300 to \$500. Selectman Chivers moved to accept the donation to the Boy Scouts for distributing the Town Reports. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

**Town Charge Card:** Chair Young stated the Town Office is requesting a credit card for ordering supplies. There are occasions when the town employees need a charge card. Fire Chief Young added he would like to request one also for their department as they are currently using their own personal credit cards to pay for items.

Selectman Chivers moved to make a motion and authorize the request for opening a credit card for the towns departments to use. Seconded by Selectman Dann. Chair Young, Selectman Dann, Selectman Chivers and Selectman Brock in Favor. Selectman Moran not in favor. Motion carried by a vote of 4-1-0.

**Roadside Clean-Up:** Selectmen Dann stated the roadside clean-up bags are available at the Town Office front door and the Recycle Center. The bags that are filled may be brought to the Recycle Center. The Town is getting cleaned up and looks great. The Recycle Center would like to thank all the Town Residents for their support in keeping the special distancing that was requested as it has been working out well and it has been very helpful.

Selectmen Brock thanked Selectman Dann for his leadership at the Recycle Center as he has talked to people in some of the towns nearby that have limited their residents what they can bring, but the Town of Candia has not set limits. With these limitations to other towns it has created other problems of either garbage on the side of the road, in dumpsters or in other towns.

Selectman Moran asked if Non-Residents could bring their recyclables to Candia's Recycle Center. The Board replied they cannot allow this, as residents require a town sticker and that it is the towns policy. Right now, that department is stretched thin because they are needing an open part time position to be filled so it is a staffing concern.

Chair Young thanked Selectman Patrick Moran for attending his first meeting as a new Selectman to the Town and welcomed him to the Board.

Selectman Chivers stated Lisa Galica of the Planning Department has started looking into a replacement for our Town Assessor Tammy Jameson who will be leaving. There are approximately four responses for the position that they have heard back from with their proposals. He asked the Board if they may start to do some interviewing and to include Lisa Galica and Linda Chandonnet and the Board agreed. He would like several different departments to be involved as well as Selectman Moran.

Selectman Brock mentioned that he would like Selectman Dann to continue to work on the Police Department new site and building even though Selectman Moran is the Liaison for the Police Department. Selectman Moran approved. Selectman Dann stated he would like to have site plans and a proposal for the new Police Department by March 2021.

Chair Young reminded the Board and the Public to make sure they complete their 2020 Census as it helps the Town for several different aids and the helps fund our community.

**Board to authorize the payments of payroll and payables:**

Selectman Chivers announced the totals for payroll for 7 weeks from March 19<sup>th</sup> – April 30<sup>th</sup> was \$107,011.94. The totals for accounts payable for 7 weeks from March 19<sup>th</sup> – April 30<sup>th</sup> was \$743,042.06. Grand total for payroll & accounts payable was \$840,054.00.

Selectman Dann moved to make a Motion and accept payroll and payables. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.

**2019 Quarterly Grants:**

Chair Young announced the Highway Block Grant in the amount of \$35,262.38.

Selectman Chivers moved to make a Motion to accept the Highway Block Grant money of \$35,262.38. Seconded by Selectmen Brock. All in Favor. Motion carried by a vote of 5-0-0.

Chair Young read a list of the people who made Donations to the Town of Candia in the fourth Quarter and they are all greatly appreciated and help our Town.

Selectman Dann moved to make a Motion to accept the Donation to the Town of Candia. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.

**Board of Selectmen Meeting:**

The next Board of Selectmen Meeting is scheduled for Monday, May 11<sup>th</sup>, 2020 - 7:00 pm.

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Selectman Dann moved to make a Motion to adjourn the public meeting. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,  
Linda Chandonnet, Recording Secretary