

**Unapproved
Candia's Virtual Selectmen's Public Session Minutes
September 14th, 2020**

**There will be a repeat of the Monday, September 14, 2020 Selectmen's Meeting, on Monday, September 21st, 2020 as Zoom wasn't available to the public. Our sincere apologies for any inconvenience. The audio tapes/minutes of the original meeting are available on the website.*

Note: Individual roll call has been taken after each motion.

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

7:02 pm. Chair Young called the Public Meeting to order and apologized for the delay.

Pledge of Allegiance

Roll call was conducted

Approval of Minutes: Public Session Minutes and Non-Public Session Minutes for August 10th, 2020.

Selectman Brock moved to make a motion and accept the August 10th, 2020 Selectmen's Public and Non-Public Session Minutes as presented. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Public Session Minutes & Non-Public Session Minutes for August 28th, 2020.

Selectman Chivers moved to make a motion and accept the August 28th, 2020 Selectmen's Public Session Minutes. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

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

Highway: Road Agent Lewis read the attached report. He stated that in a previous meeting they had last spring, he had mentioned that he would be doing some work with Manchester Water Works to fix the erosion issues on Tower Hill in which they had hired an engineer and since they have been working together. Manchester Water Works will be doing a lot of the work as well as paying for a large amount. They will be putting a lot of the run-offs in the detention ponds on their property so that the Town will not have to purchase easements. Manchester Water Works will also be maintaining them. It ends up that all Candia will need to do is three cross culverts, a few drop inlets, gravel the hill and leaving Manchester Water Works to do the rest. Road Agent Lewis noted he has a binder with all the information included if anyone needs it. He will be using some of the gravel from Currier Road for the subbase and gravel there and believes it will work out well. Manchester Water Works will begin their work in October and after they are finished, is when Road Agent Lewis can begin their work in November.

Police: Chief McGillen read the attached reports. Chair Young asked him if we going into the CodeRED? Chief McGillen stated that we are transitioning to the CodeRED through the State of NH. It will be no cost to the Town. He has submitted the required paperwork to the Board and included all essential point of contacts they need. Currently the Town is currently using NIXEL but they are going to start charging for any notifications that Candia uses. Candia would like to switch and use CodeRED which is offered through the State of NH and the State will pay for it.

Fire: Selectman Dann read the attached reports.

Building: Selectman Chivers read the attached reports.

Planning: Selectman Brock had no updates to report.

Solid Waste: Selectman Dann had no reports to update on and stated that they have a new part time employee at the Recycling Center working on Sundays. They are actively looking to get a good price for aluminum as they have a tractor trailer that can go out which would be more advisable instead of splitting trailers and using just ours. Some of the waste is going up in price, so that would be a good income for the town.

Selectman Dann announced that Hazardous Waste Day will be on Saturday, September 19th, 2020. The Swap Shop will be closed that day.

Chair Young stated they had the 2021 Proposed Budget Hearing on Saturday September 12th, 2020 at the Town Office.

Old Business

Jane Drive: Chair Young stated that in the last meeting she had promised she would keep this subject on the agenda until it was fully addressed. Road Agent Lewis said that he had met with the town engineer and had gave the BOS his recommendation on what should be possibly done with the runoff issues on the road. At this point it will be up to the Board on how they want to proceed with it. Selectman Brock said that because they have other roads that are already listed, possibly after the two they are working on and that Road Agent Lewis has already address some of the issues there and it is not a permanent fix. Road Agent Lewis said he can go back and fix some of the issues there, but it is up to the Board. Selectman Brock said if he could go there and do what he can without occurring expenses because he does not want to get ahead of some of the other roads that they have talked about working on for years because they have a plan and want to stick to it if they can. Discussion ensued.

Ms. Carla Penfield (resident) stated that the road is only getting worse and is not going to get any better. She said it sounds like, are you putting this off forever? The Board replied, no, that it just goes behind the ones that are ahead of it. Road Agent Lewis stated that they do have a plan and we are doing them one at a time and we can put Jane Drive on the list and keep pursuing it. It is not in our Capital Improvement Plan, but it is something we would do out of our Operating Budget because a full rebuild of Jane Drive is extremely costly because of everything involved. Selectman Brock said that he did not have an answer for her to when she could have a date and get things done as it will all depend on how it deteriorates in the next year. Chair Young stated that she will keep this on the agenda until there is an answer to get it done.

Smyth Memorial Building: Chair Young stated that the Smyth Memorial Building Trustees are presenting a proposal from a continuation of their last meeting. Carla Penfield (Trustee) submitted a Memorial of Understanding to the Board and stated that they have done a lot of work for the future use of the Smyth Memorial Building on behalf of the Jesse Remington School. The proposal is a path for the building to be brought up to the necessary codes and then could be used by eligible groups. There would be financial obligations for the town of Candia on the work to be done for the use of the building and Jesse Remington will be responsible for all renovation expenses. In exchange for their financial investment the Jesse Remington School will have use of the building commencing with the value of the investment and it will take the form of a lease agreement of no more than 10 years. The Community and Town will also have use of the building at all times. Discussion ensued.

Selectman Dann asked Ms. Penfield when this proposal was worked on. She replied about 3 weeks ago and that it was Jesse Remington School who had contacted her. Selectman Dann said he had requested this to be a public meeting. How could anybody outside have any input to this? We had asked this to be a public meeting to discuss this, not behind closed doors. Selectman Chivers said they negotiated the board outlines of this and the final remedy of this proposal and will be determined by this Board along with the Smyth Memorial Trustees. Selectman Dann stated it bothers him that they did not have a public meeting.

Jeff Philbrick from Jesse Remington School stated he is in front of the Board today to receive permission to begin a dialogue so that all meetings will be held. Ms. Penfield stated this will not need to go to a Town Meeting or hold a Public Hearing and this Board has the authority. Selectman Chivers added that he would like Legal Council involved and review this.

Discussion ensued on ADA accessible, staircase, water, and the septic system in the building and on which floors might be possible to occupy. The voting materials that are stored in the basement will need to be moved somewhere else.

Ms. Penfield stated in order for them to proceed and for the school to spend some money that she wants the Board to tell her that they like this plan and they are going to stand behind it and give her a commitment tonight. If not, she would like to know what the Board needs.

Al Hall (resident) stated that on the last line of the proposal it states that Jesse Remington School will not be used before September 1, 2021.

Chair Young asked if there are no other questions that she will accept a motion from the Board to approve this Memorandum of Understanding from Jesse Remington School as presented.

Selectman Chivers moved to make a motion in support of the Smyth Memorial Building proposal for Jesse Remington High School subject to approval of Legal Council that we do not have to go to a town Meeting. Seconded by Selectman Brock.

Selectman Dann asked what will be done with the storage at the building? Chair Young stated they will do what they can. Mr. Philbrick stated that he will help with the storage and see what he can come up with. Ms. Penfield stated, please do not plan on keeping that in the building. We want to use the building. Chair Young stated, we need to give and take a little here people. I think we can cooperate and solve this.

Selectman Dann said he moved to continue the motion regarding the reservations they talked about with Mr. Philbrick and what Selectmen Chivers talked about for approval from Legal Council that we do not have to go to a town meeting. All were in favor. Motion carried by a vote of 5-0-0

Moore Park Field Use: Chair Young said the Board received a letter from Mr. Doug Langlois (resident) to use Moore Park Field. The Town is currently having trees cut down and also having

some work done to the infield of the softball field. Due to Covid, there has been delays on having work completed. There is still work that needs to be done there, however Mr. Langlois is still looking to use the field. Another option the town may want to think about is to charge for using the field if it is not a Candia Town group. CYAA charges an amount even if the school uses their field. Mr. Langlois stated he is willing to help with working the field. Chair Young stated that they probably have every intention to help but have not helped out when they said they would. We just paid a lot of money for work to be done on that field to be used. We have more work to be done and can not give you an answer right now. Dean Young (resident) stated this is a soft baseball field and is not a multipurpose field, and the town has put a lot of money into it. When you use a baseball field for all these other activities, it really is hard on that field. Chair Young stated that adding this to your budget to use CYAA for next year is something you may want to think about. She told Mr. Langlois that she will be in contact with the person who will be spraying the field and let him know tomorrow when they can use the field. A resident asked if they could use the field for dog agility and Chair Young stated that they would need to fill out a form for acceptance.

George's Property: Selectman Brock had nothing to report and added that he had a conversation with Mrs. Terri George and advised her to go to the ZBA first. Mrs. George said that this does not help with the problem of the deed. Selectman Brock replied this would up to the Registry of Deeds.

New Business

Candia Crossing: No one was available on Zoom to comment.

Purchase of Town Property: Selectman Brock stated that he had an inquiry from the Blevin's residents on Donovan Road to inquire about some town owned property that borders them and are interested in purchasing. It would be the parcel with 10.3 acres, Tax Map 404 Lot 011. Selectman Brock stated there is only two ways to dispose of property and that is either a sealed bid or an auction. He has reached out to Steve Buckley at NHMA, and he stated that they need to make sure the town has given the BOS permission to dispose of the property in that fashion. Selectman Chivers told the Blevin's he recommends them to go to the Conservation Commission first to see if this is an asset the Town should hold on to for conservation purposes.

Voting Delegate to NHMA: Chair Young stated that every year NHMA comes up with different issues they want to lobby for. It will be a virtual meeting if the Board is interested. Chair Young stated she will participate.

Trustee of the Trust Fund – Request for Funds - Fire Department:

Selectman Chivers moved to request for the funds from the Fire Suppression Water Supply Capital Reserve Fund and reimburse the Fire Department for the following invoice from Liberty International Trucks for invoice #35805 for \$4,104.24. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

Covid Grant Funds – Fire Department: Chair Young stated the CARES Act sent the Board a letter that they require us to make a motion that reads as follows.

Selectman Chivers moved to make a motion that the Town would approve all the CARES Grant Funds and for the Board to designate Chair Susan Price Young as the chair to sign the grant applications. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Review Fund Balance Policy: Chair Young stated they want to change this from page 3 for the 2021 Proposed Budget.

Selectman Brock moved to make a motion to reduce the 2021 budget for Annual Fund Balance to \$11,500. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Fire Department Nomination: Selectman Dann read a letter from Fire Chief Young in regard to the recommendation of Travis Roberts for Candia's Fire Department. See attached.

Selectman Dann moved to make a motion accept the nomination of Travis Roberts to the Candia Volunteer Fire Department. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Fire Department -Tower Contract: No one was available on Zoom to comment. Fire Chief Young explained is a contract between the Town and Ed Cunningham to use the tower for communication services.

Selectman Moran moved to make a motion accept the cite lease agreement upon approval from town council and to move forward. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Eagle Scouts Project: Isaac Plante came to the Board and explained about the trails and the work that they would like to update on the path by the pond and Candia's Library. He submitted his plans, pictures and a map. He would like to begin before the snow arrives. He has gone to the Conservation Commission and now he would like to have the Boards final permission and will need a letter with their approval for his leadership on this project. The Board commended him for all his work and efforts to do this project and they think it is a great idea.

Selectman Chivers moved to make a motion and approve the Eagle Scouts project. Seconded by Selectman Moran. All were in favor. Motion carried by a vote of 5-0-0.

Proposal to Form Safety Complex Committee: Selectman Dann stated the town is looking to purchase a piece of property in Candia to build a new Police building. He is looking for support to form a safety complex committee. This will also open-up more room in the Town Office that is also needed. If anyone is interested in joining the committee, they may contact the Town Office.

Selectman Dann moved to make a motion to form a Safety Complex Committee. Seconded by Chair Young. All were in favor. Motion carried by a vote of 5-0-0.

The Board all agreed that Safety Facility Committee. Selectman Dann noted that he wanted to rescind and change the motion and change the name to Safety Facility Committee.

Selectman Dann moved to make a motion to form a Safety Facility Committee. Seconded by Chair Young. All were in favor. Motion carried by a vote of 5-0-0.

Town Office Building Opening: Chair Young stated they will table this and added that tomorrow NHMA will be presenting a webinar for information on opening the Town Offices and the selectmen and employees may attend.

Other Business:

Conservation Commission Appointments: Chair Young said they have a request for Conservation Commission appointments as follows: Elizabeth Kruse 2019-2022, New Chair

Judith Lindsey 2019-2022, Dennis Lewis 2020-2023, Dick Snow 2018-2021 to be reinstated from Alternate to regular member, Leon Austin reappointed 2000-2021, Susan Wilderman has withdrawn at this from this Commission.

Chair Young moved to make a motion and reappoint these people to the said names. Seconded by Chair Dann. All were in favor. Motion carried by a vote of 5-0-0.

Set 2021 Town Deliberative Session Date: Chair Young stated we need to set a tentative date for 2021 Town Deliberative Session and asked the Board Members in which they agreed on January 30, 2021 followed with a snow date of February 2nd, 2021. They will check on the location and if they will be able to have it at the school.

Election: Chair Young thanked everyone who participated and to the Board Members for attending the past election all day. Selectman Moran stated that he had three complaints he received at the election. One of them was that the people were not wearing masks. There was a group of five people sitting too close to each and the voting had a circus type atmosphere and where people were having too much fun.

Chair Young stated there were 3 things they needed to table from the 2021 Proposed Budget, and they were the Cemetery, Building Budget and the Smyth Building Library.

Chair Young mentioned that there were some questions on their budget and the Smyth Building Library furnace and Ms. Penfield is here to talk about that. Ms. Penfield said they had \$7,500 on the maintenance line that they are not going to spend. They would like to return the \$7,500. What they would like to have is \$17,640 for a new furnace next year. The Board suggested to acquire an estimate on the purchase of a new furnace and present to the Board and then it can be placed in their budget. Chair young stated with a 9.8% increase on the budget is very high and will probably need to be revisited. Ms. Penfield asked what can she do? Selectman Moran stated that if he could have an estimate of exactly what they are going to spend the money on.

Board to authorize the payments of payroll and payables. Selectman Chivers announced the grand total for payroll for week ending August 20th to September 17th was \$100,070.06. Payables for July 30th was \$69,328.14. Payables for August 20th to September 17th was \$1,033,045.29 for a combined total of \$1,133,115.35.

Selectman Chivers moved to approve the accounts payable and payroll checks for the 5-week period in the amount of \$1,133,115.35. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

Selectman Dann announced the Celebration of life for Arthur Sanborn on September 16th @ 11:00 am the Candia Baptist Church.

Calendar: Chair Young asked the Board if they would be available to reschedule another Board of Selectmen's Meeting - Monday, September 21st, 2020 @ 7:00 pm. The Board all agreed.

Police Chief McGillen thanked Fire Chief Young for sounding their alarm in town on September 11th in remembrance of 911.

9:51 pm. Selectman Dann moved to adjourn the Public Meeting. Seconded by Selectmen Moran. All in Favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,
Linda Chandonnet,
Recording Secretary