

APPROVED
Candia's Virtual Selectmen's Public Session Minutes
October 13th, 2020 at 7:00 pm

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 Land Use Administrative Assistant Lisa Galica and Administrative Assistant Linda Chandonnet

Pledge of Allegiance

Approval of Minutes: Public Session Minutes for August 14th, 2020.

Board tabled, as Zoom was not available for this session to the public.

Public Session Minutes for September 21st, 2020.

Corrections: Pg 1 under the heading reads: as Zoom wasn't available, correction to read; we discovered Zoom wasn't available to the public. Same paragraph, to change, is available to; are available. Page 1 reads Title 6, correction to read; RSA 6. Pg 1, paragraph that begins with, Chair Young advised that; RSA 6 needs to be in bold letters. Pg 3, Selectmen Brock's said he would like to make a motion, that they reinsert the \$10,000 that was presented by the Planning Board and it can be argued at that point with the Budget Committee and he can defend it, to add wording after; and the motion failed for lack of support. Pg 3, Chair Young told Chair Cartier that when he goes back to the Planning Board and if they decide to do this, is to have them to put it into a warrant article; Correction, suggested. Pg 5, after the Fire Department and the Tower Contract to add in, Joining via Zoom, Fireman Kyle Ball. Pg 6, under the first paragraph to add, Joining via Zoom, Patrick Moran. Pg 6, in the last paragraph to add to the sentence; Ms. Penfield told the Board she will get an invoice to submit to the Board for the replacement furnace at the Smyth Memorial Building. Pg 7, first paragraph to correct the word greed to; agreed. Pg 7, under Board to authorize payments of payroll and payables where it reads 5-weeks to correct; 6-weeks. Pg 7, under Public comments and Selectman Chivers said at the beginning of the summer the Planning Department found a file full of Town Ordinances, to add; in the Town Clerk's Office.

Selectman Chivers motioned to accept the September 21st, 2020 Selectmen's Public Session Minutes. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Non-Public Session Minutes for September 21st, 2020.

Selectman Chivers motioned to accept the September 21st, 2020 Selectmen's Non-Public Session Minutes. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Selectman Chivers motioned to seal the September 21st, 2020 Selectmen's Non-Public Session Minutes. Seconded by Selectman Dann. 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: See attached report. The Currier Road project has progressed well and is near completion.

It was noted that there have been residents in town who have been diverting water from ditch lines on the roadsides which flows out into the roads. Some have built stone walls around the ditch lines in which water flows into the roads, rather than to go cross end to the end of their driveways. Road Agent Lewis will be going to these addresses and asking the residents to remove them or it will end up creating ice on the roads all winter long.

Waterworks currently has a Grant to improve the drainage at Tower Hill that started about 2 weeks ago and their portion is almost completed. In November Road Agent Lewis will begin working on the part the Town is responsible for and he will add a few culverts and gravel the hill. It should make a big improvement for the run-off on to Waterworks property.

Police: See attached reports. An update was given on what the Department has been working on and recent incidents in town. They will be upgrading their equipment of which they ordered 2 portable radios and 2 radar units for the police cruisers.

Applicant Philip McPherson applied for the part-time Police Officer position and Police Chief McGillen requested the Boards permission to hire him effective immediately. A background investigation will be conducted. A conditional offer of employment has been agreed to and signed for Grade 5 Step 4 at \$20.61 hr.

Selectman Moran motioned to hire Philip McPherson as a part time officer, Grade 5 Step 4 at \$20.61 hr. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

The Chair mentioned that someone had called and questioned, would a sex offender need to be registered in the Town? Chief McGillen explained that if it is an offense or conviction, they would need to be registered in the Town they live in.

Fire: See attached reports.

Building: See attached reports. Building Permits have increased largely compared to the last few years and is up 110% from last year.

Planning: The Board met last week and discussed that they did not get the \$10,000 from the Master Plan line that was in the budget.

Going forward the Planning Board will not be submitting a departmental report, because it is a Board and not a department. In the future they will not be on the agenda for reports.

Solid Waste: See attached reports. They are currently looking for the best price for a tractor trailer load full of aluminum cans to ship out and it has been difficult. They have received several more tires this month and the Town breaks even on it for price. They have gained space there by cleaning out the storage area room where they will put benches and will be able to work in the winter to take apart electronics for their value.

BUDGET COMMITTEE

The Budget Committee will meet tomorrow night 10/14/2020. They will be going over the Town Budget that will be finalized in tonight's meeting and everyone is welcomed to attend.

OLD BUSINESS

Jane Drive: Stantec sent proposals to the Board with their estimates and details of the work that needs to be done on the previous water erosion in the specific areas of Jane Drive. Candia does not always go by Stantec's bill, so the Board asked Road Agent Lewis to put some financial numbers together of what is needed. Road Agent Lewis added that the best way to pursue this would be to ask Stantec for their view of what is needed to be done there and then he will put numbers together for the Board at their next meeting. It was also suggested to be put into a warrant article.

BUDGET

Animal Control: Wages was decreased from \$4,965 to \$3,965. Discussion ensued. Selectman Brock motioned to change the budget rate for Animal Control Wages to \$3,965. Seconded by Selectman Chivers. All were in favor. Motion carried by a vote of 5-0-0.

Building Inspector: Building Inspector Wages was increased from \$55,973 to \$62,500. This change is due to the increase in hours for the Building Inspector from 35 to 40 hours weekly and some overtime if needed as the number of building permits have increased this year. Land Use Management/Code Enforcement was decreased from \$15,000 to \$9,000. It was also noted that the Building Department is looking to increase building permit fees in the near future, and it would help to offset some expenses.

Selectman Chivers motioned to change the rate for the Building Inspectors Budget to \$129,032. Seconded by Selectman Moran. All were in favor. Motion carried by a vote of 5-0-0.

The Board all agreed the Cost of Living rate for 1.6%.

Selectman Chivers motioned to approve the 1.6% Cola for the Town Employees and Stipend Employees. Seconded by Selectman Moran. All were in favor. Motion carried by a vote of 5-0-0.

Cemetery: Holly Haas joined via Zoom and presented the Cemetery Budget. An update was given on the maintenance, repairs and upkeep that was done in the town cemeteries. Some are old, historic and in need of a lot of work that includes fixing some of the older tombstones. If their budget passes, they would like to advertise for additional seasonal help.

Selectman Chivers motioned to approve the Cemeteries Trustees Budget in addition to the 1.6% Cola. Seconded by Selectman Brock. All were in favor. Motion by a vote of 5-0-0.

Fire Department: The Board agreed to keep this budget the same and not make any changes.

Planning Board: Selectman Brock noted that the Planning Board had clearly justified how the \$10,000 should be put back into their operating budget, and that it is a reasonable amount. The Board members added their views that the Planning Board has to do some of the planning in their meetings and how previous meeting have been cancelled in the past.

Joining Via Zoom, Rudy Cartier.

Discussion ensued on the Planning Board and their requesting information from surveyors and engineering on their projects. A list of the future projects was submitted to the Board.

The money the Planning Board is requesting is for the Master Plan Implementation and planning purposes.

Selectman Brock motioned to approve adding in \$10,000 back into the Budget. Seconded by Selectman Moran. Motion by a vote of 3-2-0. Motion Passes. Selectman Chivers and Chair Young

opposed, Selectman Brock, Selectman Moran and Selectman Dann agreed. Chair Young suggested the Planning Board this be a warrant article.

Solid Waste: Propane Tank Disposal line was added for \$300.

Selectman Dann motioned to approve the line for the Propane Tank Disposal of \$300. Seconded by Selectman Moran. All were in favor. Motion by a vote of 5-0-0.

Town Building Expenses: Smyth Memorial Building maintenance was changed from \$17,640 to \$11,640. The Smyth Memorial Building Trustees decided they will not spend their maintenance line this year. They have submitted an invoice for the furnace installation and to encumber \$7,500 from this year and will take the balance of the furnace from this year's maintenance line for next year.

Selectman Chivers motioned to approve the Town Building Expenses in the amount of \$50,915. Seconded by Selectman Brock. All were in favor. Motion by a vote of 5-0-0.

Town Office Expense: The Board all agreed to keep this budget line the same. Human Resource Consultant was changed from \$15,0000 to 0.

The Board all agreed to remove the Human Resources Consultant budget line.

Chair Young motioned to remove the Human Resources Consultant from the budget line. Seconded by Selectman Chivers. All were in favor. Motion by a vote of 5-0-0.

Discussion of the software use of the town office and to continue using Vision with upgrades possibly until the next towns revaluation.

Selectman Chivers motioned to accept the amount of \$355,976 for the Town Office Total Expense for 2021. Seconded by Selectman Dann. All were in favor. Motion by a vote of 5-0-0.

NEW BUSINESS

North Road: The Town's Attorney sent the Board a letter regarding the Cease and Desist order for the North Road project and reiterated our demand that they apply for an amendment and require them to submit a bond to prevent future erosion and to also pay Stantec for any review of the work. NHDES notified the Board that they will be sending a letter to the developer Mr. Cotnoir for his deficiency on this project and the requirements that will need to be followed. The Town should consider a Bond and reinspect the work as it goes along. Road Agent Lewis made his recommendations. The Board agreed to continue to oversee this.

Town Office Re-opening: Chair Young gave an update that plexiglass was installed at the Town Office. She received a request not to re-open until after the Elections. The Board all agreed.

Smyth Memorial Building Trustee: Carla Penfield submitted a request to be reappointed as Smyth Memorial Building Trustee for a 5-year term.

Selectman Brock motioned to accept the reappointment of Carla Penfield to the Smyth Memorial Building as Trustee for a 5-year term. Seconded by Selectman Chivers. All were in favor. Motion carried by a vote of 5-0-0.

Candia's Women's Club-Scouting for Food: Lisa Cote, Treasurer of the Candia's Community Women's Club submitted a request to the Board regarding a fund raiser of Scouting for Food that will be held on Saturday, November 14th, 2020. The Boy Scouts & Cub Scouts will be driving around Candia to collect food donations from residents and bring it back to the Food Pantry. Due to the pandemic this year, only the Volunteers from the Women's Club will utilize the Town Office Meeting Room.

Selectman Chivers motioned to allow Candia's Women's Club to use the Town Office Meeting Room on November 14th, 2020 for the Scouting for Food. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Building Inspector Gage noted that Eagle Scout Mathew Nerney is looking to put up a sign at the CYAA Fields which requires a permit. He asked the Board if they would waive the \$30.00 permit fee.

Selectman Chivers motioned to waive the 30.00 permit fee for Mathew Nerney's Eagle Scout project. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

North Road Sign: Selectman Chivers requested the Board to sign the Notice from Stantec and evaluate 36 New Boston Road and the recommend corrective action.

Accept Grants: Selectman Brock moved to accept the following grants from the State of New Hampshire GOFERR from the Governor's Office of Emergency Relief and Recovery. Grant reimbursement for the Covid-19 Expenses in the amount of \$3,377.77. The State of New Hampshire Fire Department Volunteer Fire Department increasing the Grant in the amount of \$95.55. This is the balance owed of the first payment of \$1,902. 21 and was accepted at the Selectmen's Meeting August 10th, 2020 Total amount of the grant was \$1,997.76.

Chair Young motioned to accept the grants from the State of New Hampshire GOFERR from the Governor's Office of Emergency Relief and Recovery due to Covid-19 and reimburse the Fire Department in the Total amount of \$1,997.76. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Selectman Brock moved to reimburse the Department Operating Budget with the following Grant monies. Fire Department Covid First Responder Stipend Grant in the amount of \$12,014.35. Police Department Covid First Responding Stipend Grant in the amount of \$16,157.12. Total Operating Budget GOFERR Relief Grant in the amount of \$3,377.77. The Fire Department Grant in the amount of \$1,997.76. This Grant was paid in 2 parts of \$1,902.21 and \$95.55.

Chair Young motioned to accept the Grants from the State of New Hampshire GOFERR from the Governor's Office of Emergency Relief and Recovery and reimburse the departments due to Covid. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Board to authorize the payments of payroll and payables. Selectman Chivers announced the grand total for payroll for week ending October 1st to October 18th was \$905,833.32 of which the School received \$700,000.

Selectman Chivers motioned to approve the accounts payable and payroll checks for the 3-week period in the amount of \$905,833.32. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

Calendar:

- Candia's Police Department will be conducting a Drug Take Back Day at the Fire Department parking lot on October 24th from 10am to 2pm. There is also a drop off box in the lobby of the Fire Department for collection at all times.
- The next Board of Selectmen's Meeting is scheduled for Monday, October 26th at 7pm.
- The Fire Department will be having Halloween at their building on Saturday, October 31st from 5pm to 8pm. They will also have a drive by if any residents choose for additional precaution and the children may pick out their candy. They will not going to Pine Ridge as it they have in the previous years.
- General Election will be held on November 3rd from 6am to 7pm at the CYAA.

Public Input: Carla Penfield (resident) noted to the Board that there are 26 houses on Jane Drive that was affected by the erosion there in one way or another. In relation to a statement Selectman Chivers had talked about on the \$10,000 of the Village District. She does not believe anywhere in the 2 Day Master Plan Workshop that they talked about High Density Housing. The Chair suggested that they should hold the residents and then plan with the planning Board and that will help give them direction.

Joining Via Zoom, Rudy Cartier.

Chair Rudy Cartier explained the way the Master Plan was interpreted is that they were looking for High Density Housing in some areas. At that point people were really not involved or interested.

Selectman Dann noted that in the last meeting the Board agreed to form an Emergency Facility Committee and now they are looking for property and members. If anyone is interested in joining, they may call the Town Office. They will post it on Facebook, have a flyer made with a date to meet and post it in various places in town including the Recycle Center.

Police Chief McGillen remarked that received a call today about someone who is organizing a Pro Trump and Blue Lives Matter Mobile Parade on October 24th, 2020 at the Candia First Stop and they are trying to spread the word to the public. His concern is how many people will attend, so he will be reaching out to other communities for additional support if needed.

9:35 pm Selectman Dann motioned to suspend the Public Session and go to RSA 91A: 3 II a. Seconded by Selectmen Moran. All in Favor. Motion carried by a vote of 5-0-0.

10:12 pm Selectman Chivers motioned to move from the Non-Public Session and enter into a Public Session. Selectman Dann. Seconded by Selectmen Dann. All in Favor. Motion carried by a vote of 5-0-0.

10:12 pm Selectman Dann motioned to adjourn the Public Meeting. Seconded by Selectmen Moran. All in Favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,

Candia Selectmen's Public Session Minutes of 10/13/2020

Linda Chandonnet, Recording Secretary