

**APPROVED**  
**Candia's Virtual Selectmen's Public Session Minutes**  
**October 26th, 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 Administrative Assistant Linda Chandonnet

Pledge of Allegiance

**Public Session Minutes for October 13th, 2020.**

Corrections: Line 8, under Attendance: Correct to read, Land Use Administrative Assistant Lisa Galica and Administrative Assistant Linda Chandonnet. Line 77, add wording after \$10,000, from the Master Plan line that was in the budget. Line 88, add a title Budget Committee in bold. Line 113 remove Joining Via Zoom, Holly Haas. Line 118 to add Holly Haas joined via Zoom presented the Cemetery Budget. Line 134 take out the word on, so it reads, A list of the future projects was submitted to the Board. Line 139 to read, Chair Young suggested this be a warrant article. Line 154 change Town Clerk line to read Town Office Expense. Line 157 take out Town Office Expense. Line 164 to read, for the Town Office Total Expense for 2021. Add times to the adjourned meeting.

Selectman Chivers motioned to accept the October 13th, 2020 Selectmen's Public Session Minutes. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

Selectman Brock motioned to accept the October 13th, 2020 Selectmen's Non-Public Session Minutes. Seconded by Selectman Chivers. All were in favor. Motion carried by a vote of 5-0-0.

**Public Session Minutes for September 12th, 2020.**

Selectman Chivers motioned to accept the September 12th, 2020 Selectmen's Public Session Minutes. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

**Chair Young emphasized that all Boards and Committees who are having meetings should conduct them at the Town Office Meeting Room. If the meeting has the possibility of an overflow of people who would attend, then other arrangements may be discussed. There have been complaints about this as it needs to be accessible for everyone to attend. If it is a meeting that you choose your budget at, and it is not held at the Town Office, then the Board will not be able to increase your budget or go by your new budget. For questions please refer to RSA 6, Chapter 91:A. states that any town organization must post their meetings within 24 hours in advance (it may be done in less time if it is an emergency) to posting the meetings and the minutes. For guidance refer to the Governor's Order #12 that states, they must be at an accessible place where people can access, watch and listen actively to the meetings. During Covid, they are to have meetings at the Town Office and must use Zoom which is accessible. Please make sure that all your committees are following the rules. A letter will be sent to all the leaders of Committees and Boards.**

Chief McGillen introduced Philip McPherson, the new part time Police Officer who would like to go full time. It will be a three-year training agreement and requesting the Selectmen to approve for him to begin working full time immediately as Grade 6, Step 1. Officer McPherson will also be attending the Police Academy for his training.

Selectman Moran motioned for Police Officer Philip McPherson to change from part-time to full-time as Grade 6, Step 1. Seconded by Selectman Chivers. All were in favor. Motion carried by a vote of 5-0-0.

### **OLD BUSINESS**

**Warrant Article:** Carla Penfield explained that the Warrant Article should come from the Board of Selectmen to have the ability to sign a lease with Jesse Remington School. It should not be about the Board of Selectmen allowing the Jesse Remington School to use the Smyth Memorial Building. The Board were all in agreement Town Council should review their written Warrant Article regarding the lease to Jesse Remington School. There will be history and information about the Smyth Memorial Building included with the Annual Report Packages the Boy Scouts deliver to the residents.

### **BUDGET**

There will be a Budget Committee Meeting on Wednesday, October 28<sup>th</sup>, 2020 at the Town Office Meeting Room at 7:00pm for the Proposed 2021 Budget, and everyone is welcome to attend.

The Board were all in agreement that the Town Administrator should not be warrant article and will keep it listed as a line item in the Proposed 2021 Budget.

The Board made a Cost of Living rate correction from the last Board of Selectmen's Meeting on 10.13.20 of 1.6% and changed it to 1.3% for the Town and Stipend Employees. The Chair added that in the future they may want to look at changing the policy for new employees and that they must be working for two years before they can receive the Cost of Living increase.

Selectman Chivers motioned to approve the 1.3% Cola for the Town Employees and Stipend Employees. Seconded by Selectman Dann. All were in favor. Motion carried by a vote of 5-0-0.

The Chair stated that when a request is sent to the Town's Attorney that it will need to be sent to Administrative Assistant Linda Chandonnet so that it is documented, and a log will be kept.

### **NEW BUSINESS**

**Warrant Articles:** Road Agent Lewis added that he will have his usual three. 1.) Changing Healy Road to Phase 2. 2.) Currier Road possibly to Phase 2 and 3.) the excess winter maintenance. They do not know if they will need one for Jane Drive.

The deadline to submit Warrant Articles is November 19<sup>th</sup>, 2020 at 3:00pm to Accounting and Payroll Specialist Donna Becker.

Selectman Chivers mentioned that they may want to consider rescinding the fee agreement with the Town Clerk. It will be discussed in the Non-Public following the Public Meeting.

**School Warrant Articles:** Mr. Matt Woodrow of the Moore School Board and the Board discussed the School Warrant Articles and if it should be in the CIP Capital Improvements Plan and that is up to the Planning Board.

Selectman Chivers noted that the Land Use Administrative Assistant Lisa Galica contacted (NHMA) New Hampshire Municipal Association Legal Team in regard to the mobile home that was left abandoned at Country Manor Park several years ago and property taxes are still owed. The owner of the park who has possession has requested a demo building permit to remove the mobile home out and would like to have a new mobile home to replace it. NHMA replied back stated that there is a Supreme Court ruling stating the Town is allowed to issue a demo building permit.

The Town Tax Collector needs to have the overdue property taxes removed and needs a letter signed by the Board of Selectmen stating to take the back taxes due off record. The Board all agreed.

**George's:** Selectman Brock mentioned that the last conversation with the George's in regard to building the two houses with one deed was concluded that they will need to resolve this with the Registry of Deeds.

**Heiberg Court Case:** Selectmen Brock requested litigation status. Administrative Assistant Linda Chandonnet will contact Town Council for more information and advise the Board.

**Fire Department Recommendation:** Fire Chief Young sent the Board a recommendation letter for a new member appointment for Rachel Frederickson in support of the Candia Volunteer Fire Department effective October 26<sup>th</sup>, 2020. See attached

Selectman Dann motioned to approve Fire Chief Young recommendation for Rachel Frederickson to become a member of the Candia Volunteer Fire Department. Seconded by Selectman Moran. All were in favor. Motion by a vote of 5-0-0.

Selectman Chivers gave an update about the property on New Boston Road concerning Developer Mr. Cotnoir and has just received a letter that they have been waiting for, from the Department of Environmental Services stating it will give the Developer a timetable to correct all the issues. The Board made the decision that they will call Mr. Cotnoir and ask him to come in to discuss it with them.

**Board to authorize the payments of payroll and payables.** Selectman Chivers announced payroll for week ending October 22<sup>nd</sup> was \$17,367.88. Payroll for week ending October 29<sup>th</sup> was \$18,649.13. Payables for week ending October 22<sup>nd</sup> was \$51,178.01 and for week ending October 29<sup>th</sup> was \$26,283.80 for a combined total of \$113,478.82.

Selectman Chivers motioned to approve the accounts payable and payroll checks for the 2-week period in the amount of \$113,478.82. Seconded by Selectman Brock. All were in favor. Motion carried by a vote of 5-0-0.

**Calendar:**

- Budget Committee Meeting is scheduled for Wednesday, October 28<sup>th</sup> at 7pm.

Candia Selectmen's Public Session Minutes of 10/26/2020

- General Election will be held on November 3<sup>rd</sup> from 6am to 7pm at the CYAA.
- The next Board of Selectmen's Meeting is scheduled for Monday, November 9<sup>th</sup> at 7pm.
- The Town Offices will be closed on Veteran's Day, Wednesday, November 11<sup>th</sup>, 2020

**Public Input:** Building Inspector Gagne via Zoom added that he will be submitting new building permit fees to the Board for review.

Mr. Woodrow thanked Ms. Penfield for all her work with the Smyth Memorial Building rental for Jesse Remington School. He addressed the Board about the language on the warrant article and recommends not limiting it to one entity. Mr. Woodrow and the Board discussed the School Warrant Articles and the (CIP) Capital Improvements Plan.

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.

**8:37 pm** Selectman Chivers made a motion to move from the Non-Public Session and enter into a Public Session. Selectman Dann. Seconded by Selectmen Moran. All in Favor. Motion carried by a vote of 5-0-0.

**9:05 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