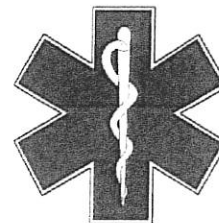




## *Candia Volunteer Fire Department*

11 Deerfield Road  
Candia, New Hampshire 03034  
(603) 483-2202 (603) 483-2311 (fax)  
[www.CandiaVFD.org](http://www.CandiaVFD.org)



August 12, 2021

Mr. Brien Brock, Chairman, Board of Selectmen  
Town of Candia, 74 High Street Candia, NH 03034

### **Re: Recommendation for Appointment to the Candia Volunteer Fire Department**

Dear Chairman,

It is my pleasure as Chief of the Town of Candia Volunteer Fire Department to provide you with the name of an individual who I recommend for appointment to the Department. This individual has demonstrated a strong commitment to providing professional level emergency services to the Town of Candia and I offer this recommendation without reservation.

The person recommended has submitted background information attesting to their individual skill level and have agreed to attain and maintain at least a minimum level of professional certification consistent with the needs of the Department. This applicant has also provided information as to their character and background and will have undergone a criminal background investigation conducted by the Candia Police Department and the State Police.

I would request this appointment be made effective August 30, 2021.

***Edward Domingos***  
***373 North Road***  
***Candia, NH 03034***

Again, I am pleased to recommend this individual for appointment. If you have any questions, please feel free to contact me at 603-703-7155 (cell).

Sincerely,

A handwritten signature in cursive script that reads "Dean M. Young".

Dean Young, Chief  
cc: Personnel file

## **PUBLIC NOTICE**

A Public Hearing on August 30, 2021 at 7:00 pm at Candia's Town Hall Meeting Room for the purpose of hearing public testimony and comment on the acceptance of American Rescue Plan Act funds in the amount of \$414,466.30 to be distributed in two installments :2021 - \$207,233.15; and 2022 - \$207,233.15. The unanticipated funds are in excess of \$10,000 and the hearing is required under RSA 31:95-b III (a). The Candia Board of Selectmen will determine at this meeting, and subsequent meetings eligible uses for the funds in accordance with the American Rescue Plan Act of 2021."



# **Candia Recycling Center**

**29 Deer Run Road • 483-2892**

## **HOUSEHOLD HAZARDOUS WASTE COLLECTION DAY**

**September 25th, 2021**  
**8:00am to 1:00pm**

### **DO EVIL SPIRITS LURK IN YOUR HOME?**

Clean the skeletons out of your closet, basement, and garage.  
Come to Candia's Household Hazardous Waste Collection Day

**THIS COLLECTION IS SPONSORED BY  
THE TOWN OF CANDIA FOR CANDIA RESIDENTS.  
PROOF OF RESIDENCY IS REQUIRED**

CRC Sticker, License, Registration, etc.

**OPERATED BY: CLEAN HARBORS**



## WHAT DO I BRING?

### From the Workbench:

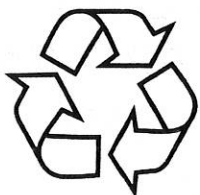
Stains & Varnishes  
Wood Preservatives  
Paint Strippers/Thinners  
Solvent Adhesives  
Lighter Fluid  
Muriatic Acid  
Oil Paints

### From the Yard:

Poisons  
Insecticides, Fungicides  
Chemical Fertilizers  
Weed Killers  
Moth Balls  
Flea Control Products

### From the Garage:

Gasoline  
Antifreeze  
Engine Degreaser  
Brake Fluid/Carburetor Cleaner  
Car Waxes & Polishes  
Driveway Sealer  
Roofing Tar  
Swimming Pool Chemicals



*\*These items are taken year round*

*\*\* This item is recycled*

### How Can I Safely Transport These Hazardous Materials?

Leave materials in original containers

Tighten Caps & Lids

Sort and pack separately, Oil Paint, Pesticides & Household Cleaners

Pack Containers in sturdy upright boxes and pad with newspaper

### NEVER MIX CHEMICALS

Pack your car and drive directly to the site

**NEVER SMOKE** while handling hazardous material

**DO NOT MIX** Hazardous material with regular trash

### WHAT NOT TO BRING!

\*Latex Paints (dried & hardened)  
Commercial or Industrial Waste  
Radioactive Waste, Smoke Detectors  
Infectious & Biological Wastes  
\*\*Ammunition  
\*Fire Extinguishers  
\*Prescription Medicines/Syringes  
\*Household & Automotive Batteries  
\*Used Motor Oil  
Cutting Oil  
Fireworks, Explosives

**TOWN OF CANDIA**

**POLICY NUMBER:** 2021-001-1  
**SUBJECT:** CREDIT CARDS  
**ADOPTION DATE:**  
**REVISION DATE:**  
**EFFECTIVE DATE:**  
**SUPERSEEDS:**

**SECTION 1. PURPOSE**

The purpose of this policy is to establish the procedure for the use of credit cards issued to the Town of Candia by the departments to which the cards have been issued. The policy is enacted to ensure that only purchases made by authorized individuals are for goods or services provided for in the department’s budget and that a proper accounting is made upon receipt of each statement.

**SECTION 2. APPROVAL OF PURCHASES**

- A. The Department Head shall have full authority to delegate use of the credit card assigned to that department for purchases of goods and services which are identified within the department’s annual budget.
- B. Purchases between \$1,000 and \$10,000 – Consistent with the Town’s Purchasing Policy, the Department Head shall contact and obtain approval from Selectmen Liaison.

Note: The above thresholds do not include costs for shipping and/or freight.

**SECTION 3. PROCEDURE**

- A. The Credit Card is to be used only by the Department Head or a Designee assigned by the Department Head.
- B. Each Department issued Town of Candia credit cards shall have appropriate internal controls established to ensure that they are used only for authorized purposes.
- C. If a credit card is lost or stolen, it should be reported immediately to the Department Head, Finance Department and Board of Selectmen.
- D. The Board of Selectmen will make all decisions regarding the issuing of individual cards and the establishment of any and all additional controls for their use. Each card will have a specific credit limit based on department usage and anticipated needs, as determined by the Department Head and Board of Selectmen.

- E. The Town bears no legal liability from inappropriate use of Credit Cards. The employee shall be responsible for any inappropriate use of the credit card and if any inappropriate use is found it will be grounds for termination. The employee will be responsible for any costs incurred to the Town of Candia for such inappropriate use of the credit card. The Town of Candia reserves the right to seek recovery from the individual for inappropriate conduct.
- F. Following the usage of the Credit Card, a receipt stating the item purchased, department expense account number, vendor's name, date, and amount of the purchase shall be turned into the Finance Department prior to the end of the following week. Should the receipt not be available at that time, an explanation to the Finance Office must be given as to why.
- G. The Cardholder must read and understand this policy. He or she must sign a form stating they understand the policy. This signed form will be placed in their personnel file.
- H. The credit card must be turned into the Town when the cardholder terminates their employment.
- I. The use of the credit card may be revoked at any time by the Board of Selectmen.

#### **SECTION 4. SECURITY PRECAUTIONS**

It shall be the responsibility of each department head to provide adequate physical security for the card and ensure that only authorized individuals are permitted use of the card or the account number assigned to the card. Department heads are required to notify the Candia Police Department and the Board of Selectmen of any unauthorized use of the card.

#### **SECTION 5. APPLICABILITY**

These procedures apply to all Departments of the Town of Candia.

Adopted by vote of the Board of Selectmen on this the \_\_\_\_ day of \_\_\_\_\_, 2021..

\_\_\_\_\_  
Brien Brock, Chairman

\_\_\_\_\_  
Patrick Moran, Vice Chairman

\_\_\_\_\_  
Russ Dann

\_\_\_\_\_  
Susan Price Young

\_\_\_\_\_  
Boyd Chivers



Weekly Payroll and Accounts Payable Manifest Totals			
Check Date	Payroll Manifest	Total Amount	Payroll Subtotal
08/19/21	1170-03	17,090.32	17,090.32
08/26/21	1171-04	18,526.48	35,616.80
Check Date	Accts Pay Manifest	Total Amount	Accts Pay Subtotal
08/19/21	202133	76,520.38	76,520.38
08/26/21	202134	61,215.91	137,736.29
Grand Total Payroll and Accts Pay			173,353.09