

APPROVED
**Candia's Virtual Selectmen's Public Session Minutes
September 13th, 2021 at 7:00 pm**

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

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

6:30 pm Chair Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

6:30 pm Chair Brock suspended the Public Meeting and moved to open the **Non-Public Meeting RSA 91-A:3 II (c)**.

Selectman Moran joined in the meeting.

6:50 pm Selectman Chivers made a motion "to leave non-public session and return to public session". Second by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Approval of Minutes: Public Session Minutes for August 30th, 2021. None noted.

Selectman Dann made a motion to accept the August 30th, 2021, Public Session Minutes as presented. Seconded by Selectman Chivers. All in favor. Selectman Moran abstained. Motion carried by a vote of 4-0-1.

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

Highway: Road Agent Jeff Wuebbolt read the attached report. He stated that he has done a lot of patching and will begin to work on shimming and paving some roads beginning in the next few weeks. He noted that \$150,000 of his budget line currently shows that it was not used for asphalt maintenance, however this is the season that he will begin his work and will use this money.

Road Agent Wuebbolt explained the guaranteed minimum for the plow workers that was discussed in the last meeting. When their trucks are set up for plowing town roads in the winter season, they are out of commission to do any other work, however they need to continue paying for them, keep them maintained and pay for insurance. If they have the guaranteed minimum of 5 hours a week pay it will assist them financially on the weeks when they are not plowing.

Selectman Young mentioned the potholes on Donovan Road near High Street and asked the Road Agent if they could be repaired. Chair Brock suggested the Road Agent to prepare the surface and ask the State when they come to do their work in that area if they could put a skirt there.

Fire: See attached reports. Selectman Chivers stated that Fire Chief Young is currently working with a company to station an ambulance and team in Candia. This item will be added into the budget for next year.

Building: See attached reports. Building Inspector Kevin Gagne gave an update on his violation summary. He has been talking with the residents regarding their violations and they are working well together. They have formed great communication and is gaining positive results on each one.

Solid Waste: See attached reports.

Budget: Selectman Young presented the Board with a Budget Schedule. She suggested choosing the deadline to submit Non-Petition Warrant Articles. The Board verbally agreed to Wednesday, November 17th, 2021. Selectman Young stated, "from what she understands and from what they are told, the school is going to submit that warrant again, so just for the Safety Committee, probably, especially". Chair Brock replied, "but Sue, we can't forecast based on what everyone is telling". Sue replied, "I just wanted to let you know, just an fyi". Chair Brock added, "that's why it goes to Town Vote, they determine what is important and what isn't".

Police: See attached reports. Chief McGillen stated the Town received a letter from Mr. Hammerstrom (resident) who has some safety concerns. He is requesting increased Police presence for speeding motorists on Patten Hill Road and adding speed limit signs for the increased traffic. He suggested adding speed limit signs and portable speed radar units to monitor the traffic. Chief McGillen added that he would like his department to obtain solar powered speed signs that can be used in other areas of Town and will research to find out what grants are available to offset the costs.

OLD BUSINESS

Software update: No report available.

Town Office Building – Boiler & Electrical Repairs update: Building Inspector Gagne gave the Board five quotes to have maintenance work done on the Town Office Boiler. Selectman Moran will reach out to the Electrician for electrical repairs in the Town Clerks Office and to add a new electrical outlet in their office so it will not be connected to the UPS system.

Credit Card Limit: Selectman Chivers indicated that he is waiting to hear back from Fire Chief Young to find out what the Fire Department will need for a credit card limit.

2022 Proposed Budget: Selectman Brock stated the Board will be meeting on September 17th at 4:00pm in the Town Hall to discuss the 2022 Proposed Budget and asked if anyone had items they would like to address. Selectman Young stated the Budget Committee had asked her about the Town Administrator position. Chair Brock added that they would like to propose to add a Town Administrator into the budget for a payroll for approximately three quarters of the year. He noted that if it is approved, they would not be able to find an individual until April. They will also be discussing some initial changes within the office.

Selectman Dann mentioned that there were many items dumped at a clothes and book collection box in Town. Someone has picked up everything except for a mattress due to fact that the Recycle Center charges a fee for disposing it. Many residents on facebook were thankful for his efforts and remarked that the Recycle Center should not charge a fee for anyone who contributes to help cleaning the Town. Selectman Dann stated that the Facility Operator at the Recycle Center does not have the authority to waive fees.

Selectman Dann revealed that all the streetlights have been changed to LED with Affinity LED Light LLC. The Town Hall parking lot lights have not been replaced at this point, due to the recent rain and the company will be returning to complete.

Chair Brock gave an update involving the signed contract with NH Electric Co-op for the installation of the electrical light at Foss Memorial Park. A check will be mailed in the next payment cycle and once the company has received the payment, a new pole will be installed, and the electrical connection will follow.

Chair Brock stated the Safety Facility Committee met last week with SMP Architects in which the Board chose to contract for the designing of the building. The Committee is now working on selecting a Construction Manager. The \$18,500 quote that SMP Architects gave will provide all the information needed to get them to the point of working with the Construction Manager and the estimated amount of money needed to build. SMP Architects is aware of the short timeframe the Committee is working with and understands the process with all the deadlines involved. Tom Severino has offered to do a lot of the site design work and added that they may need a civil engineer to be involved. Tom Severino will be able to perform a lot of the work involved and that will help to keep costs down. The Committee will be interviewing three Construction Managers on September 28th at 1:00pm. Chair Brock stated if this Board verbally to agree to scheduling a Public Hearing to discuss the expenditure of \$35,000 out of the Capital Reserve Account for the purpose of hiring an Engineer and Construction Manager for the Safety Facility. Selectman Young said she thinks they need to have the public hearing first. Chair Brock replied, no. they do not. The public hearing is to actually release the funds. All they need from the Board now is to agree to schedule that public hearing. Selectman Young stated, okay and that she thought they were asking for money. Chair Brock replied, no. Selectman Young asked, so you are asking us to schedule a public hearing and what is the date? Chair Brock said, correct and asked Administrative Assistant Chandonnet what the date is, and she replied close to three weeks, and it needs to be put into the newspaper before noon time on a Thursday and eight days before that. Chair Brock stated whatever it is, to make it happen and as soon as possible. Administrative Assistant Chandonnet stated she will look at the calendar and let him know tomorrow. Chair Brock replied perfect. Selectman Young asked if she knew when the first public hearing was that they had? The Board had voted on the \$3,000. Chair Brock stated that he did not know that date was? Selectman Young asked Administrative Assistant Chandonnet if she had a copy of it or find it because she didn't know when it was. The Board voted for the \$3,000 for the public hearing for the appraisal and she didn't know. Then she looked up the warrant article and saw they can't spend money before we have a public hearing. Chair Brock said he knew that. Selectman Young said she didn't know what the date was and that is what they asked. Selectman Dann asked if they need a motion. Chair Brock stated he doesn't know if they necessarily need a motion, as long as the Board doesn't have any problem with moving forward and they just schedule it, and anything can be discussed at that public hearing. The Board verbally agreed to a public hearing.

OTHER BUSINESS

Board to authorize the payments of payroll and payables. Selectman Chivers announced the payroll for the week ending September 2nd was \$30,153.47, for week ending September 9th was \$19,156.23 and for week ending September 16th was \$18,504.48. Payables for week ending

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September 2nd was \$837,265.43 of which the school received \$750,000.00. For week ending September 9th was \$42,367.03 and for week ending September 16th was \$51,178.54 for a combined total of \$998,625.18.

Selectman Chivers made a motion to approve the accounts payable and payroll checks for the total amount of \$998,625.18. Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.

- Proposed 2022 Operating Budget is scheduled on September 17th, 2021 @ 4:00pm.
- The next Board of Selectmen's Meeting is scheduled on September 27th, 2021 @ 7:00pm.
- Operating Budget Proposals are due October 17th, 2021 @ 4:00pm.

Public Input: None noted.

8:21 pm Selectman Chivers made a motion to adjourn the Public Meeting. Seconded by Selectmen Dann. All in Favor. Motion carried by a vote of 5-0-0.

Respectfully submitted,
Linda Chandonnet, Recording Secretary