

APPROVED
**Candia's Virtual Selectmen's Public Session Minutes
September 27th, 2021 at 7:00 pm**

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

Chair Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

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

Approval of Minutes: Public Session Minutes for September 13th, 2021. Corrections: Line 36 change Main Street to High Street. Line 105 Tim Severino change to Tom Severino. Selectman Dann made a motion to accept the September 13th, 2021, Public Session Minutes as amended. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.

Approval of Minutes: Non-Public Session Minutes for September 13th, 2021. None noted. Selectman Dann made a motion to accept the September 13th, 2021, Non-Public Session Minutes as presented. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Approval of Minutes: Public Session Minutes for September 17th, 2021. None noted. Selectman Chivers made a motion to accept the September 17th, 2021, Public Session Minutes as presented. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

7:02pm Opened Public Hearing

Chair Brock announced the Candia Board of Selectmen will convene a public hearing on September 27th, 2021, at 7:00 PM to receive public comments on its intention to expend up to \$35,000 from the capital reserve account fund established by Article 36 of the 2019 Town Meeting. The purpose of the proposed expenditure: to commission the preliminary architectural and engineering studies for the Candia Police Facility now under consideration. Public Comments: None. Selectman Young added she had explained her feelings on this the last time.

Selectman Chivers made a motion to authorize the Trustees to transfer \$35,000 to be disbursed according to the Safety Facility Committee. Seconded by Selectman Dann. Discussion opened. Selectman Young asked if this would include the Clerk of the Works. Chair Brock replied that there is no Clerk of the Works, because it is a Construction Manager. She asked if it would include the Construction Manager. Chair Brock stated that they were told, they do not ask for any money up front and he will find out more information in their next meeting. That is why they changed the amount of \$18,500 to \$35,000 to have a buffer, so they would not need to request another public hearing and have to discuss it all over again. Selectman Young asked if the amount included the reconfiguration of the Town Hall building. Chair Brock replied they had mentioned it to the Architect, and they have looked at things and would consider doing something and whether it would be a separate charge from what they originally proposed them, he would assume probably yes, and that would be something done after everything is approved. He is hoping the amount will get them to the Deliberative Session with some real numbers and that is why they went with the amount of \$35,000. Selectman Dann added that it does not mean that they will have to spend the entire amount, it means they have that amount to work with. Chair Brock mentioned that the

amount was based on Ron Severino's experience in the industry. He explained that the Town Court House was around \$50,000 to \$60,000 for architectural fees and in their discussion with the Architect, it is around that amount. Selectman Young asked if the Architect's company will be receiving some of the money from the \$35,000 and will they deduct it from the \$50,000 or \$60,000. Chair Brock replied yes, and that it could ultimately be that much, once it gets down to the architectural drawings that it will be built by, and this is what would get them what it will cost, and hopefully it will not cost them much more, but it should get them to the Deliberative Session with some real numbers. Discussion ended. All in favor. Motion carried by a vote of 4-0-0. Selectman Young added that she has reservations about it.

7:08pm Public Hearing Closed

NEW BUSINESS

Nathan Hall – Eagle Scout Project: Eagle Scout Nathan Hall presented his project for a Bike Repair Station and seeking the Boards approval. It would be built by the Scouts and located at the Depot Road parking lot along the Rockingham Rail Train in Candia, He asked the Selectmen to be his beneficiary after he leaves the scouts at the age of eighteen and would like the Town to take care of his project afterwards. He gave a description of how it would be constructed and does not envision maintenance involved unless there is vandalism or tools broken. The Dero Company offers replacement tool kits, and he plans to include a tool kit for the Town to have. Selectman Young stated that it could be added under Parks and Recreation Maintenance line.

Selectman Chivers made a motion to approve Nathan Hall's proposal and gives the Boards support. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0. Nathan Hall requested the Boards signature on the forms presented.

Accepting Grants & Donations: Selectman Young read the Grants received from May to August. See attached.

Selectman Chivers made a motion to accept the Grants received totaling \$264,021.24. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Selectman Young read the Donations received for the 2nd & 3rd Quarter. See attached.

Selectman Dann made a motion to accept the Donations received totaling \$2,390.80. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

Candia Volunteer Fire & Rescue Department- for the establishment of and funding for a dedicated ambulance service: Fire Chief Dean Young updated the Board on the Ambulance Service situation as they thought they had a solution, unfortunately they will need to look elsewhere. He has been working with EMS Captain Mike Kelly on a proposal to receive funding for next year.

EMS Captain Kelly indicated that for several years, AMR in Manchester has been covering as Candia's primary ambulance service, however they are currently running at 50% due to reduced staffing and their call volume is 25% higher. In their last numbers, AMR had only responded to 2 out of 33 transports for Candia. When AMR is not available, Candia will go to Mutual Aid which is Hooksett Ambulance, and he was notified that they will no-longer be able to respond to Candia's calls. Our other Mutual Aid of Raymond's Ambulance has also stated that there is a possibility that they will not be able to continue responding to Candia. He has reached out to private services nearby however he did not have success. At this point they do not have many options and have

had discussions for the Town to have their own Ambulance. The Board was presented with a rate of pay for an EMS per-diem provider comparable to other town departments.

EMS Captain Kelly stated he has reached out to Stewart's Ambulance, and they have offered to lend Candia a used Ambulance for 90 days, at the cost of \$1 and possibly with the option to extend it. Fire Chief Young indicated they would keep the Ambulance at Candia's Fire Station and move Engine 3, to the Deerfield Fire Station located at the fairgrounds. In having an Ambulance will also be able to assist their mutual aid partners. They need to thank the nearby Towns for the help that was given in assisting and how they picked up the slack by helping Candia when needed. There was a discussion on the staffing and coverage that would be needed for the Ambulance.

EMS Captain Kelley indicated he spoke to Stewart's Ambulance Service about the possibility of purchasing the Ambulance for \$5,000 after the 90 days, and he will look into it. Selectman Chivers read the response charts provided and stated that they have explored all options and there is no other choice for them.

Fire Chief Young added that Jeff Labrie is currently working on a grant for an Ambulance. Selectman Young stated that the Ambulance is not in the Fire Department's budget. Selectman Dann asked if they would offer Mutual Aid with the Ambulance. EMS Captain Kelley replied, not at this point, as they need to have everyone trained first. Eventually they would want to so they may continue providing Mutual Aid with the Towns nearby.

Planning Board Chair Rudy Cartier explained that he has been involved with EMS in the last few years, and it is an absolute necessity for the Town to do. He mentioned that when they had Rockingham EMS in Manchester that their recovery rate for insurance was over 80%. He believes the numbers that EMS Captain Kelley is presenting for reimbursement is very conservative. The important factor will be to hire staff at an appealing rate of pay. There was a discussion on increasing the rate of pay for a hired staff of the Fire Department's presentation of \$150,000 to the Board.

EMS Captain Kelly stated the Ambulance could possibly arrive this week and it would be necessary to complete all the paperwork for their licenses. Stewart's Ambulance requires Candia to provide insurance coverage and the Town Office will look into it. The Board agreed to update the budget line to take out the word Contract and to read Ambulance Service. Fire Chief Young added that it is important to know that the staff at the Fire Department will step up to training that would be needed. He has communicated with Raymond Ambulance on what their plans are, and they have informed him that they will do everything they can to continue servicing the Town up until Candia is ready with their Ambulance and a plan in place.

Selectman Chivers made a motion to retitle the Ambulance Contract Service line and to strike the word Contract out and change the 2022 Department request of \$1 to \$223,000. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

There was a discussion regarding if they should have it listed as a warrant article or a budget line item. Selectman Young pointed out that they might be able to use some of the American Rescue Plan Act funds. EMS Captain Kelley asked the Board if they could begin to promote their need for an Ambulance Service to the public, and the Board agreed. Selectman Chivers thanked Fireman Jeff Gagnon via zoom.

Grant Reimbursement to General Fund: Selectman Chivers made a motion to reimburse the Fire Department's operating budget with Grant monies received for Personal/Fire Suppression in the amount of \$1,024.55. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Rudy Cartier-Nomination as Representative to SNHPC Planning Board for 1 year: Selectman Chivers made a motion to nominate Rudy Cartier to serve as our Representative to the SNHPC for a one-year period. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0. Selectman Young thanked him.

Chair Brock explained that at the budget hearing, the Planning Boards budget line for the Master Plan did not reflect \$5,000 in their budget and they do not know how it happened. He indicated that there is enough money in the Software line and he would like to move the money from that line to make sure the amount of \$5,000 is put back into their budget line.

Chair Brock made a motion to approve the \$5,000 to be put back in the Planning Boards Master Plan line. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

2022 Proposed Budget: Chair Brock asked if anyone had anything to bring up. None noted.

OLD BUSINESS

Credit Card Limit: Chair Brock confirmed with Fire Chief Young for the credit card limit of \$5,000. Chair Brock confirmed the Selectmen's Office credit card limit for \$5,000.

New Software Update: None noted.

Town Office Building – Electrical Repairs: Building Inspector Kevin Gagne gave an update on the lights that were fixed in the Town Hall parking lot. The Electrician will need to come back to for additional work to be completed.

OTHER BUSINESS

ARPA Committee – Recommendation Letter: Selectman Chivers explained the letter that the Board received from Chairman Bob Stout of the ARPA Committee. Their recommendation is to disburse money in 3 different ways. See attached.

1) A premium payment to all Town Employees who did not receive consideration from the Federal Government. The Act allows the Town to retroactively compensate the people whose efforts allowed the Town to operate during the pandemic. This includes Town Employees, and Stipend Recipients. It was calculated based on what the Fire and Police Department had previously received, and they determined the amount they received for the 15-month period was 5.2%. Their recommendation is to each of these Employees is to receive 5.5%. The difference between the 5.2% and 5.5% is due to the fact that the Fire and Police Departments were paid over a year ago. The School Janitors and Librarian would also be compensated. Including FICA, the amount of money would be around 10% of the money they received from the ARPA Funds which amounts to around \$43,000.

2) To allocate \$131,483 for the Fire Department's Repeater to be installed on Saddle Back Mountain.

3) After the \$131,483 payment to the Fire Department is made the remaining amount of funds would be allocated for the new Police Facility and any necessary work that needs to be done such as ventilation and adequate spacing at the Town Hall.

Selectman Young questioned if the school received compensation. Mark Chalbeck responded back that the School did, however it did not include the janitors. Selectman Young stated that the

employees who were out sick, they had paid them, and they did not take out any sick days and is that in account with this? Selectman Chivers replied that they did not factor that in.

Selectman Chivers made a motion to authorize premium pay as written in the memo dated 9/26/21 to the Town Employees, Stipend Recipients and to include Karen Merchant, Steve Ableson, School Librarian and School Janitors. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Selectman Chivers made a motion to authorize the \$131,483 allocation from the APRA Funds to be spent under the jurisdiction of the Fire Department. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Selectman Chivers made a motion to take the remainder amount left and allocate it and keep it in reserve for the Police Station that is under consideration and the Town Hall modification. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.

Board to authorize the payments of payroll and payables. Selectman Dann announced the payroll for the week ending September 23rd was \$18,547.96, for week ending September 30th was \$18,608.93. Payables for week ending September 23rd was \$77,117.94 for week ending September 30th was \$22,344.09 a combined total of \$136,618.92.

Selectman Dann made a motion to approve the accounts payable and payroll checks for the total amount of \$136,618.92. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.

- The next Board of Selectmen's Meeting is scheduled for Monday, October 11th, 2021

The CYAA will be having a Community Meet & Greet which is a general community outreach to create more awareness on what is happening in Candia. It will be held on October 21st from 6:00-8:00pm. If anyone has anything to share, they are welcome to participate.

Candia's Halloween - Trick or Treating will be held on October 31st, from 5:00-8:00pm.

Public Input: None noted.

8:31 pm Selectman Chivers made a motion to adjourn the Public Meeting. Seconded by Selectmen Dann. All in Favor. Motion carried by a vote of 4-0-0.

Respectfully submitted,
Linda Chandonnet, Recording Secretary