

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes**  
**October 25th, 2021 at 7:00 pm**

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

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

**7:00 pm** Chair Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

**Approval of Minutes: Both Non-Public Session Minutes for October 11th, 2021.** None noted. Selectman Chivers made a motion to accept the October 11th, 2021, Non-Public Session Minutes as presented. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

**Approval of Minutes: Public Session Minutes for October 11th, 2021.** None noted. Selectman Chivers made a motion to accept the October 11th, 2021, Public Session Minutes as presented. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

**NEW BUSINESS**

**Fire Department – Recommendation for Appointment - Steven Shackford:** Selectman Chivers announced Fire Chief Young's recommendation for appointment of Steven Shackford as a member of Candia's Fire Department.

Selectman Chivers made a motion to accept Fire Chief Young's recommendation for appointment of Steven Shackford as a member of Candia's Fire Department as of 10.25.2021, Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.

Fire Chief Young added that Mr. Shackford has his fire certification, and will begin EMT training next week. EMS Captain Mike Kelley gave an update on the current status with other nearby Ambulance services. A signed agreement has been made with Brewster Ambulance Service as a secondary coverage. As of right now AMR would continue to be called first, as our signed agreement with them is still in force until March 2022. If they are not available then Brewster Ambulance, Raymond or Hooksett. The Ambulance that was recently purchased, is now insured and they are hoping that in the next few weeks they will be able to use it as soon as everyone is trained and when they are staffed.

As of November 1<sup>st</sup>, 2021 AMR will continue to be called first, as their contract is still in force with them until march. As of this date Candia will be EMS trained and staffed and would be next to respond if AMR is not available, then Hooksett and Raymond would follow. The Board thanked EMS Captain Kelley for all his work.

Fire Chief Young noted that the Ambulance Services have a shortage of employees and there has been an increase of emergency calls to respond to.

**Smyth Memorial Building Trustee – Diane Philbrick's Reappointment:**

Selectman Young made a motion to approve Diane Philbrick's reappointment to the Smyth Memorial Building Trustees, Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.

**Police Department Information:** Chair Brock stated that in their previous meeting, the Board had asked Chief McGillen to bring information to support the Police Department's pay increase request. Chief McGillen presented the Board information on what nearby towns are paying and explained that he is concerned mostly with the towns of Auburn and Chester higher salaries. The Board had a discussion to raise the Officers pay in order to keep the ones they have. Selectman Dann made a motion to approve a \$1.80 hr. increase in pay to all certified Police Officers excluding Chief McGillen, effective November 1st, 2021. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Fire Chief Young mentioned that all of Candia's Police Officers were at the Fire Station taking a Safety Class with Eversource.

Selectman Young made a motion to increase the detail rate from \$40.00 per hour to \$55.00 per hour with a vendor billing rate of \$80.00 per hour, effective November 1st, 2021. Seconded by Selectman Moran. All not in favor. Motion carried by a vote of 4-1-0.

Road Agent Jeff Wuebbolt stated that he has adjustments to make from his previous budget he submitted, due to diesel fuel that has gone up in price over 16%. He is looking for a 5% increase for all the winter sub-contractor rates, due to the fact that they burn a lot of diesel fuel, and this is the amount that would be needed to keep his employees and for any additional help. Selectman Chivers pointed that this amount is consistent with the states policy and that he supports it.

Selectman Chivers made a motion to add \$6,000 to the winter maintenance payroll line and it would bring the balance to \$201,600. Seconded by Selectman Moran. Opened for discussion. Selectman Young said she thought they were paying them state rate anyways? Road Agent Wuebbolt replied that they are paid a little above of what the state pays. She asked if he wanted it more than that. Road Agent Wuebbolt replied, yes in order to compensate for how much fuel has gone up and he explained the comparison of what nearby towns are paying and revealed that he has already lost one employee who has quit. Selectmen Chivers added that his motion was to add 5% of what they spent last year which is roughly \$120,000 and 5% of that is \$6,000 to help defer the cost of Diesel cost. Selectmen Young questioned if the state is going to do that with their rates? Selectmen Chivers explained that it is separate from their hourly rate. Selectman Young replied, so the state pays them their hourly rate separate, plus money for fuel. Selectmen Chivers added that they give them an allowance. Selectman Young stated that we will pay them with a flat rate. She asked if it would be better to do what the state does and Selectman Chivers replied, that it is not that simple. Road Agent stated that he has one less plow truck and does not think it will cost them anymore than what is in the budget and that it will not affect the overall price of the budget because of the plow crew they have. He was thinking of putting 5% in to take up any room that they might spend, and they would not necessarily spend it. Chair Brock stated that it will not physically when you do the numbers, but right now it will, because they need to increase that line item. Road Agent Wuebbolt stated that he has picked up a few more people to plow and that Dennis Lewis's spot is still open and that it will probably stay that way because there are not a lot of big trucks out there to be had. He reassured Selectman Dann that they will not have any issues keeping the roads open. Selectman Young asked if they need to add that money? Selectman Chivers replied, that they will because it will need to be provided for and need it. They are not going to just hope they don't need it. Selectman Young asked what it does to that line? Selectman Chivers stated they will need to figure that out. There was additional discussion and clarification on the budget line

numbers. Road Agent Wuebbolt added that he would like to increase the winter maintenance payroll line. Chair Brock confirmed the winter maintenance payroll line to read \$201,600. Discussion ended. All in favor. Motion carried by a vote of 5-0-0.

Road Agent Wuebbolt stated the price of salt went up \$20.00 per ton and they should be fine this year however, it will affect them next year. He believes that the \$20.00 per ton increase is due to all the shipping problems and they should wait a year and to see what it will actually do. He stated that he does not want to take money from there or to add money to it right now.

Road Agent Wuebbolt agreed to reduce the asphalt paving budget line down \$6,000 and back to \$229,000.

### **OLD BUSINESS**

**Affinity LED Lights:** Selectman Dann stated that Affinity has completed changing all the streetlights to LED. The company will return to review all the lights at the Town Hall Building and will give the town a bid. ,

**Police:** Police Chief McGillen agreed to take off \$5,000 for the Police Equipment budget line with the understanding that if he needs some equipment that they have the evolving fund. The Special Officer budget line reduced to \$25,000. The maintenance for the cruisers reduced to \$4,000 with the understanding that if they need to, they may tap into the detail account. To change the Booking Improvements line to \$1. To reduce the Overtime budget line to \$40,000. To take \$1,000 out of the Training Expenses budget line.

Selectman Young made a motion for all department heads to make a 3% increase from last year. Seconded by Selectman Moran. Discussion opened. There was a conversation within the Board members regarding the 2022 proposed budget and in trying to reduce it more. They had sent a message to all department heads to increase their budget by 2-3% from last years, but only a few responded back.

It was concluded that the Board will give their proposed budget showing the Budget Committee they way it is at this point and will let them decide. Discussion closed. All in favor. Motion carried by a vote of 5-0-0.

### **NEW BUSINESS**

**Town Administrator:** Chair Brock announced that the Board has hired Andria Hansen as the Town Administrator and she will begin on November 8<sup>th</sup>, 2021. Andria has worked here previously as the Administrative Assistant, and she will be meeting with the Board to sign a contract on November 8<sup>th</sup>, 2021, to define the job descriptions.

**Board to authorize the payments of payroll and payables.** Selectman Chivers announced the payroll for the week ending October 21st was \$17,927.84, for week ending October 28th was \$18,933.44. Payables for week ending October 21st was \$42,469.39 for week ending October 28th was \$26,573.67 for a combined total of \$166,301.63.

Selectman Chivers made a motion to approve accounts payable and payroll checks for a total of \$166,301.63. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

### **OTHER BUSINESS**

Chair Brock stated Town Council has contacted the Board asking who they will appoint for the contact people on questions they may have about the T & M Court Case. Chair Brock indicated it would be Town Assessor Steve Hamilton and secondary is Land Use Administrative Assistant Lisa Galica if needed.

Chair Brock stated that the contract with the Auditors may be for one or three years. There is an issue with the three-year contract, therefore they would like to make a recommendation to do the contract yearly.

Chair Brock made a motion to approve signing a yearly contract with the Auditors. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.

- The next Budget Committee Meeting is scheduled for October 27, 2021 @ 7:00pm.
- The Board of Selectmen will hold a Public Meeting on October 29<sup>th</sup>, 2021 @ 5:00pm to set the tax rate.
- The next Board of Selectmen's Meeting is scheduled for November 8<sup>th</sup>, 2021 @ 7:00pm.

**Public Input:** Fire Chief Young asked the Board if the Budget Committee will have to do their final one on Wednesday October 27<sup>th</sup>, 2021? Selectman Young stated that the Budget Committee said that if they can vote on it, then there would not be a meeting next week or whenever. But they might say this is fine. Wednesday is a big night, as that is where all the Selectmen meet with the Budget Committee. Fire Chief Young pointed out that the Selectmen should all be present at the meeting.

Chair Brock mentioned that the CYAA event on October 21<sup>st</sup>, 2021 of Meet & Greet had several Committee members there and many Residents showed up. There was a lot of activity at the table regarding the potential new Police Department building and everyone was very supportive. Tomorrow night the Safety Facility Committee will have more updates after their meeting as they are scheduled to meet with the Architects and Construction Managers and try to finalize the square footage and layout of the building and will begin to put some numbers together to use at the Deliberative Session.

Selectman Dann stated that it was a good venue for the Residents that evening, and if they can promote it in the future that they may bring their children. He asked how they can get information out to Residents and suggested information such as signs to be available at the Recycle Center. He also added that having a future event on a Saturday if it would be available.

Selectman Chivers noted that the CYAA will be working on their building and Building Inspector Gagne has asked the Board if they need to pay for their permits. The Board has a discussion, and all agreed that their building permits would be at no charge as they have been generous to let the Town use their building for several occasions.

Selectman Young mentioned that there is an individual that does not live in Candia and has raised large amounts of money in grants and is also working on other things for the town and asked the Board if there is something they can do for him. Chair Brock suggested recognizing him at the Deliberative Session. Fire Chief Young confirmed the Fire Department is having their annual supper this year and will invite him and his spouse so they may thank him.

**8:38 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