

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

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

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

**Attendance:** Vice Chair Patrick Moran, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Sue Young, Town Administrator Andria Hansen and Administrative Assistant Linda Chandonnet.

Absent: Chair Brien Brock.

**Approval of Minutes: Public Session Minutes for November 22nd, 2021.** None noted.

**MOTION: Selectman Dann made a motion to accept the November 22nd, 2021, Public Session minutes as presented. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.**

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

**Highway:** Road Agent Jeff Wuebbolt gave an update and read the attached report. There was a question if they had started the excavation at the Town Pits. Road Agent Wuebbolt stated that it has not been done yet due to the fact that they have been behind and added that they will need to encumber it. He is also looking to encumber the rest of the asphalt budget.

**Police:** Chief Mike McGillen read the attached report and gave an update. He mentioned that there have been reported scams that some Town Residents have fell victims of, that were requested to purchase Gift Cards. Information has been posted on Facebook to inform the public. There is also an increase in the past several weeks of Juvenile situations occurring in Town that are pending in Juvenile Court and the School and DCYF have been involved.

Chief McGillen stated all the Officers have been fueling their cruisers at the Irving Station in Candia and have not had to go out of town to fill their vehicles, which has been very convenient for them. For several years the Irving Station has been writing out a check to the Town for the price difference between the State's rate and Irving's rate, and the Owner has notified Chief McGillen that they will not be able to write checks to them any longer due to the fact that they are losing money. Chief McGillen stated that he would like to continue fueling the cruisers in Town and that Irving will continue to honor the State's price, until this situation is resolved. Chief McGillen stated that he will be having another conversation with the owner in the near future and keep the Board informed.

Chief McGillen revealed that he has been considering purchasing Body Camera's for the Officers. He has a local vendor that he has been communicating with and noted that the money would come out of his budget this year for around \$8,000. He stated that it will be helpful in situations that occur in protecting the Officers when there are complaints or allegations. They have the option to

purchase the body cameras outright or to lease for three years. He recommends purchasing it outright and the cost would be \$1,560 for the Software Fees which includes the in-house server and \$23,850 for the Body Cameras totaling \$25,410. He mentioned that he will also be looking into purchasing cameras for their cruisers.

**MOTION: Selectman Dann made a motion to approve and authorize spending \$25,410 for Body Cameras from the Police Department's Budget. Seconded by Selectman Young. All were in favor. Motion carried by a vote of 4-0-0.**

Chief McGillen noted that they have received a candidate for the part time Officer position. Once background information is processed and the person is hired, they will need to attend the Police Academy for training.

**Fire:** See attached reports. Selectman Chivers stated Candia's Ambulance Service was set up this month and commented that they are doing very well.

**Building Department:** Building Inspector Kevin Gagne read the attached report and gave an update on some of the code violations in Town. He is building good relationships with the Owners, and it has been working out with a positive note. Selectman Young asked for a monthly update on all the violations.

**Solid Waste:** Selectman Dann read the attached report.

**Budget:** Selectman Young gave an update on the Budget Committee's recent meeting they had and confirmed the School's Budget and Town's Budget were both decreased by the Budget Committee. The School came back and decided to put their full \$2.3 million for the School, and that they did not think they were going to do, but they decided to put it back in as a warrant article. They did take the \$300,000 that they were going to put back into their School Capitol Reserve Fund and wants the \$2.3 million instead. Their biggest concern was a decrease of children in the school enrollment again this year so their question was how much more money will they put into the building.

## **NEW BUSINESS**

**Warrant Article - Land Purchase:** Town Administrator Andria Hansen confirmed that the Safety Facility Land Purchase Warrant Article was sent to Town Council for review and asked if the Board could table this discussion when Chair Brock is available.

### **Warrant Article – Recycle Center Infrastructure & Equipment Capital Reserve Fund:**

Selectman Dann updated the Board on the burn pits at the Recycle Center that will need to be replaced and about the work involved. They received a cost estimate of \$50,000 and presented them with a warrant article.

To see if the Town will vote to establish a **Recycling Center Infrastructure and Equipment Capital Reserve Fund** under the provisions of RSA 35:1 for the purpose of funding major capital improvements in the Recycling Center and the replacement of equipment used at the Center. Further, to see if the Town will vote to raise and appropriate the sum of **(\$30,000)** to be deposited in the said fund with the Selectmen appointed as agents.

**MOTION: Selectman Dann moved to accept the Recycling Center Infrastructure and Equipment Capital Reserve Fund warrant article as written. Seconded by Selectman Young. All were in favor. Motion carried by a vote of 4-0-0.**

Selectman Young noted that there should be a separate line under Legal in the budget lines. She would also like to remove the budget line for Part Time Building Inspector/Code Enforcement Dave Murray as he has not been receiving overtime and only replaces the Building Inspector Kevin Gagne when he is out.

Selectman Young asked the Board if they had a warrant article that added to the wording Capital Reserve Fund and about matching Grant requirements. In their last meeting they were going to add it and do a warrant article and will ask the voters to add the wording. The way that the Capital Reserve is worded right now is for just structures, and they want to include matching Grant requirements. She would like it if they could work on some wording made on that.

### **OTHER BUSINESS**

**Town Report Dedication:** Selectman Chivers announced Candia's 2021 Annual Town Report dedication to Dennis Lewis.

**MOTION: Selectman Chivers made a motion to elect Candia's 2021 Annual Town Report dedication to Dennis Lewis. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.**

**Employee of the Year:** Selectman Dann announced that he would like to nominate Nick Broadwater from the Recycle Center as Candia's 2021 Employee of the Year. Residents have commented that they really appreciate all his help and thoughtfulness.

**MOTION: Selectman Dann made a motion to elect Nick Broadwater as Candia's 2021 Employee of the Year. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.**

**Recommendation for Reimbursement of Application Fees (ZBA Case #21-010):** Selectman Chivers explained the ZBA recommendation to reimburse \$274.98 in application fee for case #21-010. Please see attached.

**MOTION: Selectman Chivers made a motion to reimburse the applicant fee for case #21-010 the amount of \$274.98. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.**

### **OTHER BUSINESS**

**Board to authorize the payments of payroll and payables.** Selectman Chivers announced the payroll for the week ending December 2nd was \$34,461.41 for Annual Stipends, for week ending December 9th was \$21,882.76, for week ending December 16th was \$69,796.54. Payables for week ending December 2nd was \$664,838.58 of which the school received payment. For week ending December 9th was \$505,516.65 for Annual County Tax and for week ending December 16th was \$60,821.76 for a combined total of \$1,357,317.70.

**MOTION: Selectman Chivers made a motion to approve accounts payable and payroll checks for a total of \$1,357,317.70. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.**

**Fire Department:** Fire Chief Dean Young explained the situation with the current ambulance that was being loaned from Stewarts Ambulance for \$1, and that it will need to be returned back. They have found a used 2014 Ambulance with 60,000 miles that they would like to purchase. He is looking to ask the Board for permission to move and withdraw \$25,000 from their Capital Reserve Fund to purchase the Ambulance. He added that it will need to be Certified and to have their members trained to drive it.

**MOTION: Selectman Chivers made a motion to authorize the withdrawal of \$25,000 from the Fire Department's Fire Apparatus Capital Reserve Fund for the purpose of purchasing an Ambulance. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 4-0-0.**

- The Town Offices will be closed on Christmas Eve - Friday, December 24th, 2021
- The next Board of Selectmen's meeting is scheduled on Monday December 27th, 2021 @ 7:00pm.
- The Town Offices will be closed on New Year's Eve - Friday, December 31st, 2021

**Public Input:** None noted.

**8:03pm MOTION: Selectman Dann made a motion to suspend the Public Session and enter into a Non-Public Session under RSA 91A: 3, II (c). Seconded by Selectman Young. All in Favor. Motion carried by a vote of 4-0-0.**

**9:01pm MOTION: Selectman Dann made a motion to leave the Non-Public Session and return to the Public Session. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 4-0-0.**

**9:01pm MOTION: Selectman Dann made a motion to adjourn the Public Meeting. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 4-0-0.**

Respectfully submitted,  
Linda Chandonnet, Recording Secretary