

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes**  
**March 14th, 2022 at 7:00 pm**

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

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

**Attendance:** Chair Brien Brock, Selectmen Patrick Moran, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Sue Young and Town Administrator Andria Hansen.

**2022 Employee of the Year Presentation:** Selectman Dann presented the 2022 Employee of the Year award to Nick Broadwater from the Recycle Center. Rich Mitchell (resident) stated he came to the meeting to salute Nick and the crew at the Recycle Center, as everyone in town appreciates them.

**Approval of Minutes: Public Session Minutes for February 28th, 2022.**

**MOTION:** Selectman Chivers made a motion to accept the February 28th, 2022, Public Session minutes as presented. Seconded by Selectman Dann. Discussion Opened, Chair Brock stated, on Line # 27 to take out the word "is". Discussion ended. **All in favor and Selectman Moran abstained. Motion carried by a vote of 4-0-1.**

**Approval of Minutes: Non-Public Session Minutes for February 28th, 2022.** None noted.

**MOTION:** Selectman Chivers made a motion to accept the February 28th, 2022, Non-Public Session minutes as presented. Seconded by Selectman Dann. **All in favor and Selectman Moran abstained. Motion carried by a vote of 4-0-1.**

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

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

**Highway:** Road Agent Jeff Wuebbolt read the attached report and gave an update. He mentioned the new rake they purchased has helped with road grooming.

**Police:** Chief Mike McGillen read the attached report and gave an update.

**Fire:** Selectman Chivers read the attached reports.

**Building Department:** Building Inspector Gagne read the attached report and gave an update on the properties that have violations.

**Budget:** Selectman Young confirmed the next Budget Committee Meeting is scheduled for Wednesday, April 13<sup>th</sup>. Chair Brock thanked the public for approving the budget and the land purchase for the Police Facility at Town Elections on March 8<sup>th</sup>, 2022.

**Eversource Tower – Public Safety Radio Frequencies:** Chief McGillen stated he received an email from Rockingham County, and they are trying to get permission to use the Eversource Tower - Public Safety Radio Frequencies and they are looking for support from the Town Police Chiefs and Politicians in the area.

### **NEW BUSINESS**

**Newly adopted Budget:** Accounting & Payroll Specialist Donna Becker explained the readjustments that were made on the Police Department's wage line and gasoline line. The adjustments would not make any changes, and that it would look more accurate.

#### **Selectmen – Departments to oversee:**

Selectman Chivers stated he would like to nominate Chair Brock as the Chairman.

**MOTION: Selectman Chivers made a motion to nominate Chair Brock as Chairman. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Young stated she would like to nominate Selectman Moran as Vice-Chairman.

**MOTION: Selectman Young made a motion to nominate Selectman Moran as Vice-Chairman. Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as Budget Committee (Selectmen's Alternate Representative)

**MOTION: Selectman Dann made a motion to nominate Selectman Moran as alternate liaison for the Budget Committee (Selectmen's Alternate Representative). Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Dann as Budget Committee (Selectmen's Representative)

**MOTION: Selectman Young made a motion to nominate Selectman Dann as liaison for the Budget Committee (Selectmen's Representative). Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

Chair Brock stated he would like to nominate Selectman Moran as liaison for the Building Department/Health Department (Selectmen's Representative)..

**MOTION: Chair Brock made a motion to nominate Selectman Moran for the Building Department and Health Department (Selectmen's Representative), Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as liaison for Elections (Selectmen's Representative).

**MOTION: Chair Brock made a motion to nominate Selectman Moran as liaison for Elections (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Chair Brock as Elections - secondary liaison (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Chair Brock as Election secondary liaison (Selectmen's Representative). Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Chivers as liaison of Emergency Management, Fire Department and Forestry (Selectmen's Representative).

**MOTION: Chair Brock made a motion to nominate Selectman Chivers as liaison for Emergency Management (Selectmen's Representative). Fire Department and Forestry. Seconded by Selectman Dann. Selectman Young abstained. Motion carried by a vote of 4-0-1.**

Chair Brock as liaison for the Heritage Commission (Selectman's Representative).

**MOTION: Selectman Chivers made a motion to nominate Chair Brock as the liaison for the Heritage Commission (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Chivers as liaison for the Highway Department (Selectmen's Representative).

**MOTION: Selectman Dann made a motion to nominate Selectman Chivers as liaison for the Highway Department (Selectmen's Representative). Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Young as liaison for Parks and Recreation (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Selectman Young as the liaison for Parks and Recreation (Selectmen's Representative). Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.**

Chair Brock as liaison for the Planning Board (Selectmen's Representative)

**MOTION: Selectman Chivers made a motion to nominate Chair Brock as the Planning Board's liaison (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as secondary liaison for the Planning Board (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Selectman Moran as secondary liaison for the Planning Board (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Dann as liaison for the Police Department and Animal Control (Selectmen's Representative).

**MOTION: Selectman Moran made a motion to nominate Selectman Dann as the liaison for the Police Department and Animal Control (Selectmen's Representative). Seconded by Chair Brock. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Dann as liaison for Solid Waste (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Selectman Dann as the liaison for Solid Waste (Selectmen's Representative). Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.**

Chair Brock as liaison for the Town Offices (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Chair Brock as the liaison for the Town Offices (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as secondary liaison for the Town Offices (Selectmen's Secondary Representative).

**MOTION: Selectman Young made a motion to nominate Selectman Moran as the (Selectmen's Secondary Representative) liaison for the Town Offices. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as liaison for the Town Office Building (Selectmen's Representative).

**MOTION: Selectman Dann made a motion to nominate Selectman Moran as the liaison for the Town Office Building (Selectmen's Representative). Seconded by Chair Brock. Opened for discussion. Selectman Moran asked if anyone else was interested in it. Chair Brock mentioned the Board will be having a discussion about hiring a maintenance person in which might alleviate some of the work. Discussion ended. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Chivers as liaison for the Safety Committee (Selectmen's Representative).

**MOTION: Selectman Dann made a motion to nominate Selectman Chivers as liaison for the Safety Committee (Selectmen's Representative). Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Moran as liaison for the Town Website (Selectmen's Representative).

**MOTION: Selectman Young made a motion to nominate Selectman Moran as liaison for the Town Website (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Dann as liaison for Welfare (Selectmen's Representative).

**MOTION: Selectman Young made a motion to nominate Selectman Dann as the liaison for Welfare (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

Selectman Young as liaison for the Cemetery Trustees (Selectmen's Representative).

**MOTION: Selectman Chivers made a motion to nominate Selectman Young as the liaison for the Cemetery Trustees (Selectmen's Representative). Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

### **OLD BUSINESS**

**Building Maintenance Position:** Town Administrator Hansen stated she had a conversation with employee Richard Arsenault of the Recycle Center, and he would be interested in doing some light handyman work at the Town Hall building. His rate of pay will be the same amount as working at the Recycle Center.

**MOTION: Selectman Chivers made a motion to approve Richard Arsenault a rate of pay of \$15.13 hr. as the Town Hall building custodian and he will report to the Town Administrator. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.**

**Boy Scout Donation:** Town Administrator Hansen asked the Board to approve a \$500 donation to the Boy Scouts for delivering the Town Reports to the residents.

**MOTION: Selectman Young made a motion to accept the \$500 donation to the Boy Scouts for delivering the Town Reports to the residents. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

**Trustees of the Trust Fund:** Chair Brock read a letter received from the Trustee of the Trust Funds Chairman, Dennis Hebert Jr. requesting Susan Wilderman as Administrative Assistant to the Trustee of Trust Funds Committee and will replace Geraldine Holmes. See attached.

**MOTION: Selectman Chivers made a motion to authorize Susan Wilderman as Administrative Assistant to the Trustee of the Trust Funds. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.** Selectman Young suggested thanking Geraldine Holmes for all her years of service.

**Town Hall Fire Door:** Building Inspector Gagne explained that there was an incident at the Town Hall building when someone was walking downstairs and they opened the fire door that leads to the main floor, and when the door opened it gently hit a person. Beth Chalbeck added that there is also an issue with the door that goes downstairs to the basement. Building Inspector Gagne stated that under the building codes, they are required to use a fire door. He will look into what their options are of what would work there, such as a peephole and he will get estimates.

**Affinity Lighting:** Chair Brock indicated that Recycle & Energy Member Al Couch had came to their last meeting in asking for the Board to review his information on Affinity Lighting and to make a decision. Selectman Dann stated that Town Administrator Hansen is going to research payment options, and they will wait until June for further discussion.

### **OTHER BUSINESS**

**Board to authorize the payments of payroll and payables.** Selectman Chivers announced the payroll for the week ending March 10th was \$23,162.41, for week ending March 17th was \$25,004.28, Payables for week ending March 10th was \$72,795.94. For week ending March 17th was \$132,172.97 of which \$73,345.52 was for the T & M Development to settle an outstanding lawsuit. He explained the town erroneously assessed the land use change tax on the Candia Crossing Development. In the meantime, before it was determined it was erroneously assessed T & M Development had paid money into the Town. As a result, the Town had over collected from these folks thus far by \$73,345 in which we were required, per the terms of the settlement to a refund. So it is money we had in our hands once and we had to refund because we overstated the land use change tax obligation. A combined total of \$253,135.60.

### **Calendar:**

- The next Board of Selectmen's meeting is scheduled on Monday, March 28<sup>th</sup> @ 7:00 pm.

**Public Input:** Scott Komisarek (resident) questioned if there are plans to repair the water fountain in the Town Hall. Building Inspector Gagne stated they are looking into options to replace it.

Chair Brock announced there will be a Safety Facility Committee meeting on Tuesday, April 12<sup>th</sup>, 2022 @ 5:00pm.

**Robotics Team** - Selectman Moran gave an update on the School's Robotics Team.

**9:04pm MOTION: Selectman Dann made a motion to adjourn the Public Meeting. Seconded by Selectmen Chivers. All in Favor. Motion carried by a vote of 5-0-0.**

Respectfully submitted,  
Linda Chandonnet, Recording Secretary