

UNAPPROVED
Candia's Virtual Selectmen's Public Session Minutes
June 13th, 2022, 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.

Approval of Minutes: Public Session Minutes for May 23rd, 2022. None noted.

MOTION: Selectman Dann made a motion to accept the May 23rd, 2022, Public Session minutes as presented. Seconded for discussion by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

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

Highway: Road Agent Jeff Wuebbolt read the attached report and gave an update. He received a call from a resident who lives on Kayla Drive asking if it would be possible to post a speed limit sign for 25 on that road. He agrees that it would be a good idea as well as for all the development roads.

MOTION: Selectman Chivers made a motion to post speed limit signs for 25 miles an hour on Kayla Drive and development roads for all current and future. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Selectman Dann stated that the cul-de-sac where it meets dump road needs road repair. Selectman Chivers added that 73 Langford Road property has hazardous waste items and truck tires and asked Chief McGillen if he could find out if they have camera footage of who left the waste items there, and to look into disposing of it. Selectman Young reminded the Road Agent about the repairs to be done on Donovan Road. She added that the Cemetery Roads that he recently paved look great. Road Agent Wuebbolt stated that Chester Turnpike will be done in the fall. Selectman Chivers stated the town has paid an invoice to CWS Fence & Guardrail Company for the replacement of guardrails on both sides of Patten Hill Road for a cost of \$10,487. Selectman Chivers stated the town has received money from the insurance company and he would like to reimburse the monies into the Highway Department's account.

MOTION: Selectman Chivers made a motion to authorize transferring the \$10,487 that was received from the insurance company and to credit the Highway Department account that the invoice was paid from. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

Police: Chief Mike McGillen read the attached report and gave an update. They have implemented the new body worn camera's, everyone in the department has had training and he reported that the camera's are working out well.

Officer Serena Shutter has resigned from her position on the Police Department, and they wish her well in her new career.

NE Run for the Fallen Soldiers will be having a Road Race this year and the organizers wanted to know if anyone had issues from the race they had last year. This is a small group of runners that will be stopping at a few places in Candia, to have a small service at the markers of fallen soldiers from the area.

Chief McGillen stated the Police Department had used bicycles that were brought to the State Auction to be sold. He believes it would be a good idea for any amount that is received to be given back to the bicycle program or to the Fire Department and will be directed for the children.

MOTION: Selectman Dann made a motion to accept the resignation of Officer Serena Shutter. Seconded by Selectman Young. Discussion opened. Selectman Dann stated the Board would like to thank her for her services. Selectman Young added, it is with regret. Discussion ended. **All in favor. Motion carried by a vote of 5-0-0.**

Fire: Selectman Chivers did not have a report available. He indicated that Fire Chief Young went to the recent Budget Committee meeting and explained the billing procedure for the ambulance service and how it will work.

Building Department: Building Inspector Gagne read the attached report and gave several updates on the Violation List Summary that was presented to the Board.

Solid Waste: Selectman Dann read the attached report and gave an update.

Budget: Selectman Dann stated the Budget Committee had a question in their last meeting of what this Board is thinking about doing on the decrease of revenue in some of the departments. He indicated that the Budget Committee would like to see a report at their next meeting. Chair Brock confirmed this year's budget is on the Boards minds, and that they will be keeping the Budget Committee informed. At this point it is very early in the year to make any determination, and the Committee will need to wait until the Board has more facts.

NEW BUSINESS

Bike Repair Station – License Agreement: Selectman Chivers stated the Bike Repair Station has been completed by Eagle Scout Nathan Hall. The owner of the property has agreed that it will be allowed to stay there for the next twelve months. This would give enough time to negotiate with the State of NH in order to receive permission to relocate it in the parking lot on Depot Road. See attached License Agreement.

MOTION: Selectman Chivers made a motion to approve the License Agreement, to have it signed by the Board and release it to the owner of the property Mrs. Lecat. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

Zoning Board Resignation - Approval: Selectman Chivers stated member Bob Petrin of the Zoning Board of Adjustment has given his resignation effective June 15th, 2022. See attached.

MOTION: Selectman Young made a motion to approve member Bob Petrin's letter of resignation from the Zoning Board of Adjustment effective June 15, 2022 with deep regret. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Request for Re-Appointment: Selectman Chivers stated the Board received a letter of consideration for Anthony Steinmetz to become a member of the Zoning Board of Adjustment.

MOTION: Selectman Chivers made a motion to appoint Anthony Steinmetz to fill the remainder of Bob Petrin's term as member of the Zoning Board of Adjustment. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.

Resignation: Selectman Moran stated Land Use Administrative Assistant Lisa Galica gave her letter of resignation on Friday, June 10, 2022.

MOTION: Selectman Moran made a motion to accept Land Use Administrative Assistant Lisa Galica's resignation. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.

The Board had a discussion on the open Administrative Assistant position in the Land Use Department to determine if it should be part-time or full-time. The Board all agreed to a full-time position.

MOTION: Selectman Dann made a motion to advertise the Land Use Administrative Assistant position as a full-time position. Seconded by Selectman Moran All in favor. Motion carried by a vote of 5-0-0.

Town Administrator Hansen mentioned that she has been interviewing applicants for the open Accounting & Payroll Specialist position.

Holiday: Selectman Dann announced that June 13th is a National Holiday. Town Administrator Hansen stated she is part of the NH Municipal Managers Group and indicated that 80% of towns do not recognize this as paid holiday. She also confirmed that the State does not give employees the day off. If the Board wanted to recognize this holiday, they would need to make that decision for next year's schedule. They will table this until December for next year's schedule.

OLD BUSINESS

Dog Licenses: The Town Clerk presented the Board with a Dog License Warrant Agreement for them to sign.

License Agreement for Fire Department: The Town received a license agreement for the repeater with NH Public Broadcasting and the Candia's Volunteer Fire Department which requires a Board member's signature.

MOTION: Selectman Chivers made a motion to authorize Chairman Brock to sign the agreement between Candia's Volunteer Fire Department and NH Public Broadcasting. Seconded by Selectman Moran All in favor. Motion carried by a vote of 5-0-0.

OTHER BUSINESS

Highway Department: Selectman Chivers stated that he has had conversations with Road Agent Wuebbolt on compensating the contractors for their price of diesel fuel. He mentioned the State of NH currently uses a formula that they are using to adjust the hourly rate for their contract drivers based on the price of diesel fuel. He would like to use the State's policy and incorporate it for the Town of Candia. It will be a quarterly adjustment, and they will be working out a formula and present it to the Board for their approval. Road Agent Wuebbolt added that they will also want to

implement this for their equipment and trucks. In conclusion it was agreed to be a formal policy that the Town adopts which will list all the criteria's and will be done quarterly. Chair Brock stated the adjustment should be retroactive from April.

Calendar:

- The next Board of Selectmen's meeting is scheduled on Monday, June 27th @ 7:00 pm.

Payments of payroll and payables. Selectman Chivers confirmed the grand total for payroll and payables for the weeks ending 5/26/22, 6/02/22 & 6/09/2022 Totaled \$734,218.24, of which the school received \$485,101.

Public Input: None noted.

8:04pm MOTION: 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