

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes**  
**October 24th, 2022, 7:00 pm**

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

**7:00 pm** Chair Brien 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 Town Administrator Andria Hansen. **Absent:** Selectman Patrick Moran.

**Approval of Minutes: Public Session Minutes for October 10th, 2022.** None noted.

**MOTION: Selectman Dann made a motion to accept the October 10th, 2022, Public Session minutes as presented. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.**

**Award:** Police Chief Mike McGillen announced Lieutenant Rick Langlois had recently responded to an emergency call in Town while on duty. A young child was choking, and Lieutenant Langlois took action to help her start breathing and aided in saving her life. The Soulios Family including the child was present to give their appreciation. Ms. Kim Brady was in attendance to give the Police Department a check for \$10,000 from the Brady Family. The Town gave recognition for his life saving efforts and presented him with a plaque.

**NEW BUSINESS:**

**Part Time Police Officer:** Chief Mike McGillen stated that they are in the process of hiring a new part time police officer. A background check is being performed, and the candidate needs to complete their testing. He recommended Joshua McAllister to be hired effective October 31<sup>st</sup>, 2022, at Grade 5, Step 10, \$24.78 hourly, based on the background check and all relevant testing to be completed.

**MOTION: Selectman Dann made a motion to approve the recommendation of hiring Joshua McAllister as a part time Police Officer effective October 31<sup>st</sup>, 2022, at Grade 5, Step 10 of \$24.78 an hour, pending the completion of a background check and all relevant testing. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.**

**Conservation Commission – Accept Resignation:** The Board was presented with a letter of resignation from Betsy Kruse of the Conservation Commission.

**MOTION: Selectman Young made a motion to accept the resignation of Betsy Kruse with deep regret. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 4-0-0.**

**OLD BUSINESS:**

**Moore Park/Playground:** Selectman Young reported the new park slide that was ordered has been delivered. She received a report from Primex for the playground requirements and they will need to move the swing by 4 inches. The park dumpster has been removed for the winter. The porta potty will remain there until November 1, 2022. She is working on organizing a committee of volunteers for the park/playground. She has contacted Rob Jones of the CYAA in regard to finding out information on having a camera security system for the park.

**Fire Department Equipment:** Town Administrator Hansen stated in 2020 the Fire Department purchased a defibrillator and life pack, and the \$20,551 invoice was not sent to the Town. They received donations from Elliot Hospital for \$5,000 and Granite State Credit Union for \$2,500. They are requesting \$13,051.10 to be paid out of the First Tranche of the ARPA Funds.

**MOTION: Selectman Chivers made a motion to authorize the payment of the invoice and charge the ARPA Fund for \$13,051.10. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.**

### **Budget Review**

Selectman Chivers explained his objective was trying to reduce the 2023 operating budget to an amount consistent with the 2022 budget, in order to avoid the possibility of a default budget. Funding the Ambulance Service for next year is imperative. He went through a list of line items asking if some of the items were more important than the Ambulance Service.

He came up with a total of reductions in the amount of approximately \$113,000, however it does not include the Employees Health Insurance or Cola. See attached list of items.

Direct Assistance was reduced by \$5,000 and this line now reads \$10,000.

- **Police Officer**, It was decided to leave this open position funded in the budget.
- **Parks & Recreation** reduced to \$10,753.
- The Board will ask Chair Cartier of the **Planning Board Department**, to reduce the Master Plan line by \$8,499 and leave \$1.
- **Land Use**, reduce the Project Management line by \$4,999 and leave \$1.
- **Highway**, Tree Canopy Trimming line, Chair Brock stated he had a conversation with the Road Agent, and they do not want to reduce this line. The Road Agent has already reduced other lines in his budget.
- **Town Offices**, Chair Brock asked to keep this line item on. He uses the books and there are residents who come into the Town Office because they do not have computers at home to look up information about the RSA's.
- **Insurance** will remain the same.
- **Postage Rental**, reduced line by \$1,000.
- **Maintenance -Communication**, Chair Brock has questions on this line and will leave this line the way it is for now.
- **Software - License & Fees**, was originally at \$85,000 and reduced to \$69,000.

The Board came up with a 2023 total budget of \$3,616,301, which is a 13.5 increase and 10% of this amount is for the Ambulance Service.

Selectman Young asked if they could take any thing from the ARPA Funds such as medical supplies and encumber it this year, in order to prepay some expenses. She was told they would need to submit an invoice. Chair Brock said it is a good idea, however the budget reflects the activity within that department, and he does not want to play games with it. Mark Chalbeck (resident) questioned if the APRA Funds Committee that he and Bob Stout were on, they had put on the towers, so maybe some of the maintenance could be covered under ARPA? Selectman Chivers said it is a good point. If that line is related to the tower that they bought with the ARPA Funds. Mr. Chalbeck explained that when the three of them were on the ARPA Committee, the Funds for the towers would encompass the extra ARPA funds. They would need to justify to the state what they spent the funds on. Before they reduce the Tower Maintenance line

they will find out more information from the Fire Chief. Selectman Young noted that this line item went up from \$2,000 to \$15,000. They decided to leave this line alone for now.

**Cola:** Selectman Chivers indicated the 2022 payroll that is projected till the fourth quarter for the town employees including all stipend recipients and ambulance employees is \$1,333,012. The SSA has determined there is Cost of Living increase of 8.7%. He calculated that if a 8.7% Cola increase for the Town Employees was given, it would amount to \$115,972. The Board had a lengthy conversation about the Town Employees Cola. Selectman Dann gave his idea of adding the cost of living as a bonus given quarterly, and it would not change the steps matrix pay scale they already have in place. The conversation continued and they voted to give employees a 6.4% in the form of a bonus.

**MOTION: Selectman Dann made a motion to approve a 6.4% bonus to the town employees to be paid quarterly in lieu of a salary adjustment and to compensate for the Cola increase. Seconded by Selectman Young. All in favor. Motion carried by a vote of 4-0-0.**

**8:27 Selectman Moran joined the meeting.**

**OTHER BUSINESS:**

**Smyth Memorial Building:** Smyth Memorial Building Trustee Carla Penfield stated the amount of \$18,500 line is incorrect. Her total budget is for \$25,015. She was asked to reduce her budget and stated she will remove the refinishing of the stairs which is \$3,200, that it could wait. She explained how her bills are paid by the Town and that it takes a long time to be refunded. She is still looking to have the second phase of the roof work done. Chair Brock said they should leave this amount alone and Ms. Penfield may go to the Budget Committee meeting.

**Eversource:** Mark Chalbeck (resident) stated he has been in contact with Eversource, and they will be going around to look at the hazardous trees in Candia. If Eversource finds any hazardous trees they might be taking them down.

**Safety Facility Committee:** Chair Brock mentioned the Safety Facility Committee will not be presenting a warrant article for a new police facility at Town Vote. The members will regroup and take their time to look at possibly building the Police Facility as they did years ago with the Town Hall Building.

**Reschedule Board of Selectmen - December 26<sup>th</sup> 2022 Meeting:** The date of December 26<sup>th</sup> 2022 is a holiday for the Town Employees and it is also the regular scheduled date for the Board of Selectmen Meeting. Chair Brock said they will cancel this meeting and not reschedule and will try to do the encumbrances on December 12<sup>th</sup>, 2022.

**Calendar:**

- Candia Meet & Greet @ CYAA on Wednesday, October 26<sup>th</sup>, 2022, from 6-8pm.
- Town Offices will be closed on Veteran's Day - Friday, November 11<sup>th</sup>, 2022
- Next Board of Selectman's Meeting on Monday, November 14<sup>th</sup>, 2022 @ 7:00pm

**Public Input:** Ms. Penfield asked when they would have the new updated budget spreadsheet available, and she was told the next day.

**Payments of payroll and payables.** Selectman Chivers confirmed the grand total for payroll and payables for the weeks ending 10/13/22 - 10/20/2022 Totaled \$197,639.59, includes paying EMS workers who worked the Deerfield Fair will be reimbursed \$5,188.39 and paving Healey Rd. was for \$67,385.32

**8:45pm MOTION: Selectman Chivers made a motion to suspend the Public Session and enter into a Non-Public Session under RSA 91A: 3 II (a).**

**9:10pm Chair Brock reopened the Public Session Meeting.**

**9:10pm MOTION: Selectman Young made a motion to adjourn the Public Meeting. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

Respectfully submitted,  
Linda Chandonnet, Recording Secretary