

APPROVED  
**Candia's Virtual Selectmen's Public Session Minutes**  
**November 14th, 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 Patrick Moran, Selectman Russ Dann, Selectman Boyd Chivers, Selectman Sue Young and Town Administrator Andria Hansen.

**OPENED PUBLIC HEARING:**

**To accept Quarterly Grants and Donations**

The Town received \$34,365.30 from the State of N.H. Highway Block Grant.

**MOTION: Selectman Chivers made a motion to approve the payment of \$34,365.30 from the State of N.H. in accordance with RSA 31:95-b, III (a). Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.**

**CLOSED PUBLIC HEARING @ 7:02 pm.**

**Approval of Minutes:**

**Public Session Minutes for October 24<sup>th</sup> & November 7<sup>th</sup>, 2022.** October 24<sup>th</sup> on line 58, take out, and not to default the budget and insert; in order to avoid the possibility of a default budget.

**MOTION: Selectman Dann made a motion to accept the October 24<sup>th</sup> & November 7<sup>th</sup>, 2022, Public Session minutes as amended. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

**Non-Public Session Minutes for October 7<sup>th</sup>, 2022.** None noted.

**MOTION: Selectman Chivers made a motion to accept the October 7<sup>th</sup>, 2022, Non-Public Session minutes as presented. Seconded by Selectman Dann. All in favor. Motion carried by a vote of 5-0-0.**

**Non-Public Session Minutes for October 10<sup>th</sup>, 2022.** None noted.

**MOTION: Selectman Chivers made a motion to accept the October 10<sup>th</sup>, 2022, Non-Public Session minutes as presented. Seconded by Selectman Moran. All in favor. Motion carried by a vote 5-0-0.**

**Non-Public Session Minutes for October 14<sup>th</sup>, 2022.** None noted.

**MOTION: Selectman Moran made a motion to accept the October 14<sup>th</sup>, 2022, Non-Public Session minutes as presented. Seconded by Selectman Chivers. Selectman Dann abstained as he was not present at this meeting. Motion carried by a vote of 4-0-1.**

**Non-Public Session Minutes for October 24<sup>th</sup>, 2022.** None noted.

**MOTION: Selectman Chivers made a motion to accept the October 24<sup>th</sup>, 2022, Non-Public Session minutes as presented. Seconded by Selectman Dann. 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 thanked Mark Chalbeck for setting him up with the Arborist at Eversource. He met up with Eversource's Arborist a few weeks ago to look at the dead trees around town, as they will be helping with cutting the trees as well as any that are around wires.

He is planning to use more of the Highway Funds, and stated he met with a Pest Control individual that installs Pond Levelers/Beaver Deceiver. He explained that it is a pipe they install at beaver dams in order to keep the water at a certain height, so water will not run over the roads again. It is also on the Household Mitigation Plan and is something they need to take care of. He received a quote to install them at two locations this year.

Another project he would like to use the Highway Funds are for a few places on town roads that he would like to cut pavement and patch it back in with cold patch or ready-mix asphalt. It would mean him cutting varied deteriorating parts of the road out and will patch it back in, so they will not get ripped apart by the plow trucks. It will also be better for vehicles to drive on.

If there is enough money he would like to use Highway Funds for the drainage issue on Crittle Hill Road where it washes out all the time and will need to be re-ditched/unplugged.

They will be working on the Healey Road graveled shoulder, as well as on Chester Turnpike where the shoulder has eroded.

The Langford Road sign has been ordered from the Department of Corrections, however it has not come in yet.

**Police:** Chief Mike McGillen read the attached report and gave an update. He thanked Wendy at Copart in Candia, for selling the old Building Inspectors car/Police cruiser. They will receive \$1,500 from the sale and indicated Copart will tow it free of charge.

The Officers will receive training this month to learn more about the Suicide Hotline.

He has been working with SNHPC (Southern New Hampshire Planning Commission) regarding the signal light located on Exit 3. He has asked them to do a signal study at that intersection. Hopefully SNHPC will come down and bring DOT with them to look at it.

Candia's Drug Take Back Day was held on Saturday, October 29<sup>th</sup>, 2022, and it went well.

Chief McGillen mentioned they had a department meeting with a representative from Motorola and discussed dashboard cameras for the cruisers and noted they would like to purchase three. The cameras would work in conjunction with their existing body cameras. The bid is for approximately \$23,000 and mentioned all the Police Officers are in favor of using the \$10,000 donation that was recently received to be directed towards purchasing them. Officer Phil McPherson explained the yearly service and installation fees involved.

**Fire:** Selectman Chivers read the attached report and gave updates. Selectman Young stated Fire Chief Young is currently at his own meeting and that is why he is not able to be present. Selectman Dann contacted the Fire Chief about what he wants to do with the existing house on the property that the Town purchased, and the firemen may now use it for training purposes. The Fire Chief will get back to the Board and let them know.

**Building Department:** Building Inspector Bob Donovan read the attached report and gave updates. He said the Land Use Department received a complaint asking them to correct the Fee Schedule for the .75 per hundred BTU. They were told the Select Board determines the amounts on the Fee Schedule. It was noted that Candia is charging the average amount in comparison to other nearby towns. In conclusion Board did not make any changes to the Fee Schedule.

**Solid Waste:** Selectman Dann read the attached report and gave updates. He mentioned the burn pits are 18 years old facility and will need to be replaced. He suggested using the money that is generated from the Recycle Center and placing it into the Capital Improvements Fund.

**Budget:** No updates to report. Selectman Dann stated the Budget Committee is currently working on the School Budget, and will meet on November 17<sup>th</sup>, 2022, at the Smyth Memorial Building.

**Resignation-Acceptance:** Selectman Dann stated the Board received a letter of resignation from Officer Michael Bevere. His last day of employment will be November 17<sup>th</sup>, 2022.

**MOTION: Selectman Chivers made a motion to accept Officer Michael Bevere's letter of resignation with regret. Seconded by Selectman Young with deep regret. All in favor. Motion carried by a vote of 5-0-0.**

**Moore Park:** Selectman Young publicly thanked Mike Kelly and Matt Richter from Candia's Volunteer Fire Department for offering to replace and installing the new slide at Moore Park. It has saved the Town a lot of money by the two of them undertaking this project.

**Other:** Ms. Carla Penfield said the Trustees of the Trust Fund has requested all Petition Warrant invoices from all departments to be submitted to the Town Office by November 17th. She remarked that the Road Agent has submitted quotes, yet no invoices. Road Agent Wuebbolt explained that he received quotes and would have the invoices in December as they are submitted when the job is completed. It was determined they will discuss this at a later date.

### **NEW BUSINESS:**

**Community Power Committee:** Chairman Kevin Coughlin of the Community Power Committee stated back in March 2022, the Recycle & Energy Committee requested the formation of a Community Power Group of which the Board of Selectmen approved. Six residents volunteered and were appointed by the Committee and since then they have been meeting monthly. They came up with a plan with Standard Power that is already a partner for the town. Emily Mann, Project Coordinator for Standard Power was present to explain about the warrant article for a multiyear contract, and it will need to be presented and put into place. It would need to be voted on, because residents will have the option of staying with Eversource, Coop or transitioning into this new program. It does not require individual contracts with the homeowner however, the town needs to agree to enter into this relationship. It will be an opt out program if residents choose to. The modification is to lower energy costs or provide a higher level of green energy to people that are willing to pay for it. Ms. Mann gave her presentation and provided attached documents.

Ms. Mann noted that the Warrant Article is currently being drafted. As soon as the Selectboard approves and signs it, then it will go to the Public Utility Commission for review and could take up to 60 days. She suggested adding information on the website for the public to know it is official. Information will also be passed out by the Boy Scouts along with the Town Report packets.

**LED Lights:** Selectman Dann stated the remainder of the LED lights are currently being installed in the Town Hall building and outside area.

### **OLD BUSINESS:**

**Budget Review:** To be discussed at a later meeting.

**Planning Board – Budget & GIS Proposals:** Chairman Rudy Cartier of the Planning Board conveyed the Planning Board was very unhappy when their budget was reduced by 58%. It is very frustrating for his committee as they have been working hard in the past few years to get up to speed, because they are behind on where they want to be. It was shocking for them to see a \$8,500 cut was for planning purposes. It seems every year they have to fight for their budget, when they are working hard to maintain their good role of character and to get in line with fees and legal aspects. One of the things they are working on now is for the State as they are requiring Candia to have affordable housing available. He said that there are a lot of things the Planning Board is responsible for and the town's folks and taking this money out of their budget is crazy. He has proposals to do impact fees next year and right now they have no legal standing to do the impact fees. The other amount is for the \$5,000 that was taken out of the Land Use. He stated that all departments should be receiving a fair share. He presented information to the Board on what they are looking for the budget to be done this year. He explained the two items they want done in 2023 is for GIS System updates. One of the projects they were looking to do is to input good solid data for the town assets on bridges, roads, culverts and anything that relates to roads. Another project they are looking to do is add the Cemetery to the GIS System. The \$5,000 they had requested was for all the road data and Stantec will add in all information into the GIS mapping system. This information would enable to them to have all the details on what they need. He noted there is an annual maintenance fee. All Information must be submitted in a form that is compatible and ready to add to the system and remarked that it is constantly being updated. There will need to be adjustments made, as a lot of the information they currently have on the parcels are incorrect.

There was a discussion on having impact fees put into place. Mr. Cartier said the Planning Board needs to do things in steps in order to keep costs down.

Selectman Chivers expressed his thoughts about the proposed 2023 budget and the Ambulance Service that is needed. When he went through the budget lines, he asked himself is each of the listed items more important than an Ambulance Service? They will be presenting this proposal to the voters during a time of high economy costs, and he does not want this budget to go to default. He feels the Planning Board can wait another year for the GIS System. The Board needs to convince the voters in Candia that they have done everything possible and taken everything unnecessary out of the budget and will present them with a realistic budget with the basics and the Ambulance Service.

Ms. Kathleen Tierney (resident) stated she has been attending some of Candia's Planning Board Meetings and has prior experience with other town Planning Boards. She believes that the GIS System is a building block that they will need when building applications come in and as well as to develop the impact fees. The new legislative changes that have come into place in the past year, have changed the ways that impact fees will now need to be monitored, budgeted and accounted for, along with how and when they are paid. You cannot have an impact fee unless you have done the hard work and figured out how much it is going to cost, and this is why the Planning Board is asking for this money. The title wave that has hit Candia in the last two years is nothing compared to what will be coming, so they will want to have the impact fees in place. Impact fees will help the town on their budget eventually. Sometimes you need to spend money in order to make money and that it would help to defray costs. Starting July 1st, 2023 affordable housing will come into place and they will want to be ready.

Joyce Bedard (resident) commented how the Planning Board goes through this every year on their budget that gets cut. She asked if there is a different way to do this, so it will not happen each year? She asked how they can let the residents know the budget went up because of the ambulance? Selectman Chivers said that is the Boards challenge. There was a discussion on the possibility of a default budget.

Member Judi Lindsey of the Planning Board said their budget is not very big, but when it is completely wiped out, they will no longer be able to do anything they planned on. They are working on some good

projects such as the GIS System that will save money, working hours, network and interconnect them and how it would be very efficient for them. There are state mandates that they will need to meet and if their budget is cut, they will be more behind, and it is not the place to take money out. Planning is about the whole town and planning ahead for it.

Mr. Cartier clarified that the Master plan has been done and the money they requested is for the implementation of the master plan and in the planning. He will make his case at the Budget Committee Meeting as he is on their agenda for the December 6<sup>th</sup>, 2022 meeting. Selectman Moran asked Mr. Cartier if the exiting \$5,000 they would have to encumber, if it would be more appropriate to use for something towards this or what they have already proposed on, and what makes more sense? Mr. Cartier said he is proposing to encumber the funds for this year in order to be caught up. The amounts he is requesting is to encumber for the Land Use office and the Cemetery. The explained that the money in their existing budget is because they have an agreement with Southern New Hampshire Planning Commission to do the updated Capital Improvements Plan so that it will support the impact fees which cost \$5,760. He mentioned that anything that costs over \$5,000 should be in the Capital Improvements Plan and budgeted each year and how it would be paid for.

Chair Brock stated they will discuss encumbering the \$5,000 when they do the encumbrances. If anyone is interested in attending the Budget Committee meeting to support the Planning Board, that they would be encouraged to do so. He asked the Board if they were interested in taking a vote to support Mr. Cartier's request.

**MOTION: Selectman Dann made a motion to support Mr. Cartier's request and reinstate the funds into the Planning Board's Budget for the amount of \$13,500.** Opened for discussion. Selectman Moran asked if they could do one or the other? Chair Brock said he thinks they should either support it or not support it and that it will fall on the Budget Committee to decide. Mr. Cartier said the Planning Board is very open to going to the Budget Committee meeting. They are not talking about a lot of money, it is around .03%. Ms. Carla Penfield (resident) said to Chair Brock, if you vote not to support this, it will influence the Budget Committee either way. Chair Brock said, he knows this. Selectman Young said then maybe we should keep our mouths shut. Chair Brock said no, I think we should. Ms. Penfield said either way you vote it will influence the Budget Committee. Selectman Young said as long as the Planning Board understands that if it goes into default, all of that is gone. Mr. Cartier said they are aware of this and are trying to be very frugal and to do what they can. Discussion closed. **Seconded by Selectman Moran. Motion carried by a vote of 3-0-2. Chair Brock-Yes, Selectman Moran-Yes, Selectman Dann-Yes, Selectman Chivers-No and Selectman Young-No.**

#### **OTHER BUSINESS:**

**Town Employee Health Insurance:** Town Administrator Hansen said they received information on the costs regarding BlueCross BlueShield health insurance from Health Trust. It has more benefits and will cost less than their current plan with Harvard Pilgrim. Madison National Life also under Health Trust also offers short and long-term disability.

**MOTION: Selectman Young made a motion to select Anthem BlueCross BlueShield (ABSOS25/50/3KDED) for the town employees health insurance and Madison National Life for short-term and long-term disability insurance both through HealthTrust. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of 5-0-0.**

**Trustees of the Trust Fund:** Town Administrator Andria Hansen stated she received an invoice for the Fire Suppression Water Supply Capital Reserve Fund in the amount \$1,166 to pay Harrison Shrader Enterprises dated 10/24/2022.

**MOTION: Selectman Chivers made a motion to debit the Fire Suppression Water Supply Capital Reserve Fund in the amount of \$1,166 to pay Harrison Shrader dated 10/24/2022. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.**

**Calendar:**

- The Town Offices will be closed on Thursday, November 24<sup>th</sup> & Friday, November 25<sup>th</sup> for Thanksgiving.
- The next Board of Selectmen's meeting is scheduled for Monday, November 28th @ 7:00 pm.

**Public Input:** Mr. Cartier informed the Board that N.H. Housing Authority will have training at the Town of Candia, on December 5<sup>th</sup>, 2022, in the meeting room at 7:00 pm. This meeting is for grant opportunities on the housing requirements under the State of N.H. RSA's and is open to anyone interested in attending.

Dick Snow (resident) stated two years ago he had given the Board members a copy of the conversation that he had with the people in Chester. In the 2001 Town Report under the Treasurer's statement, it shows a solid waste impact fee showing \$38,954.70 as of December 31st, 2021. There is a traffic impact fee for zones No. 1 to No. 4 that were all created by the Planning Board as a result of a decision by the Planning Board at one point in time. Therefore, they do have some fees. He believes Candia needs input on the GIS System and some of the GIS proposal are things that should be done by the Board of Selectmen as opposed to the Planning Board. He is concerned Mr. Cartier does not understand about putting together the impact to the tax rate of the town on the decisions made on their operating budget. He stated all the information is explained in the Town Reports.

**Payments of payroll and payables.** Selectman Chivers confirmed the grand total for payroll and payables for the weeks ending 10/27/22 - 11/10/2022 Totaled \$994,936.55, which includes Clean Harbors invoice for Household Hazardous Waste Day \$20,057.30 and a school payment \$800,000.

**9:22pm MOTION: Selectman Chivers made a motion to adjourn the Public Meeting. Seconded by Selectman Young. All in favor. Motion carried by a vote of 5-0-0.**

Respectfully submitted,  
Linda Chandonnet, Recording Secretary