

APPROVED
**Candia's Virtual Selectmen's Public Session Minutes
January 25th, 2022, 7:00 pm**

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

6:00 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.

Approval of Minutes: Public session minutes of January 9th, 2022. Line 74, Selectman Young suggested a letter of permission, instead of deeding.

Motion: Selectmen Chivers made a motion to accept the December 9th, 2022, Public Session Minutes as amended. Selectmen Young seconded. All in favor. Motion carried by a vote of (5-0-0).

New Business:

Approval of new Deputy Town Clerk: The Board received a recommendation from the Town Clerk for Tami Baker to fill the position as the new Deputy Town Clerk. Starting rate of pay will be \$18.52 (Grade 4 Step 1) per hour and with a start date of Tuesday, January 31st, 2023. The hours will be Tuesday and Thursdays from 4:00pm-7:00pm and Wednesdays and Fridays from 8:30am-1:30pm. Tami will work all the elections along with the Town Clerk.

Motion: Selectmen Chivers made a motion to appoint Tami Baker as Deputy Town Clerk with a starting pay of \$18.52, (Grade 4, Step1). Selectmen Moran seconded. All in favor. Motion carried by a vote of (5-0-0).

Final Budget: Chairman Brock pointed out that in the Budget Committees recent meeting the members recommended a 3% increase over last year's budget. Selectman Dann commented that he did not like the Budget Committees Town Budget meeting format. He explained how the Committee went through all the warrant articles and when it came to the budget, they decided not to go over each line individually. The Committee made a motion for an 3% increase over last year's budget, because that is what the school did. He said the Town's Budget has nothing to do with the school, that it is wrong, and their remarks had no logic or thought into it. In the meeting, Town Administrator Hansen had asked the Budget Committee on where they were going to make the cuts for the Town's budget, and she was told that would it be up to the Board of Selectmen to do. Selectman Dann explained that the Board of Selectmen take due diligence to ensure Town Employees are fairly compensated and they do not want to make cuts here. Selectman Young stated that the Budget Committee cannot tell the Board what to do. Chairman Brock said that statement is not totally correct, because Town Administrator Hansen has had a conversation with the DRA and stated that the Budget Committee is required to make their recommendations and it needs to be entered on the DRA's report. Chairman Brock stated it is not fair for the Selectmen to have to do this. Discussion ensued.

Chairman Brock stated he has been working along diligently with Town Administrator Hansen and they made recommendations on where to make some of the cuts. He asked if the Board is willing to go to the Deliberative Session to reinstitute their original budget. He emphasized that the Board and Town Administrator have worked very hard on this budget. He does not believe the budget committee has done the same. The Board discussed options and gave their opinions.

Chairman Brock asked for a verbal consensus from all the Selectmen and the majority voted not to reinstitute the original budget. The Board made a consensus to cut the Highway Department's line by \$12,000. For the Ambulance line, under wages, they made a calculated budget cut for \$35,525. The Fire Forestry line cut by \$12,500. They keep in the Budget Committee's Secretary line. The Police Department was cut by \$4,462 and they will need to make the decision on where to take it from. Smyth Memorial Building was cut \$1,440 out of their maintenance line. The Town Administrator's volunteered to have her wage line cut by \$1,648. The Deliberative Session mailings was reduced to \$370. There was a verbal consensus to keep the Town Employees Cola increase of 4%. The Board made a consensus to cut the Highway Department's line by \$12,000. The made a consensus to make the following changes, take \$8,500 out of the Planning Board for the Master Plan Implementation leaving them with \$1. Restore the Town Administrator's wage line of \$1,648 and changed the amount to take from the Fire Department of \$6,851 and that would be cutting the Fire Department only \$5,649. Highway Department would only be cut by \$3,300. The final budget amount is \$3,612,517.

MOTION: Selectman Chivers made a motion to amend the budget as discussed. Motion carried. Selectman Dann seconded. All were in favor. Motion passed. (5-0-0)

Community Power Group: Town Administrator Hansen mentioned the Community Power Group had warrant article #16 and were given a suggestion to replace it and to have a more concise article. Town Administrator Hansen then replaced the warrant article. She will add the plan on to the website if the Board agrees. The Board verbally agreed.

Chairman Brock asked the Selectmen if they wanted to rescind the Budget Committee.

MOTION: Selectman Moran made a motion to rescind the Budget Committee. Selectman Dann seconded. Selectman Dann-Yes, Selectmen Young-No, Selectmen Chivers-No, Chair Brock-Yes, Selectman Moran-No. Motion failed. (2-3-0)

Chairman Brock stated that in previous meetings Selectman Young has brought up her concerns about some residents in Town that may have a hard time to pay their taxes this year. He stated that he has talked to the Tax Collector, and she said so far no one has told her that they cannot pay their taxes this year.

Chairman Brock stated in 2022 the Board had made financial arrangements with a few residents on paying their delinquent tax payments. He would like the Boards permission to bring these residents back in to have a non-public meeting in order to receive their status sometime after the Deliberative Session.

Selectmen Young added that the Tax Collector said there were 89 people in tax trouble or arrangements last year.

Highway Safety Grant: Town Administrator Hansen explained this is a matching Grant, in which the Town will be matching \$8,978 for Police Laptops. GPS, Docking Station, Printer, & Mounting Plates. The total Grant was for over \$16,000.

MOTION: Selectman Young made a motion to approve the Candia Highway Safety Grant (23-029) in the amount of \$16,553.25 with a match requirement of \$8,978. Selectman Moran seconded. All were in favor. Motion carried. (5-0-0)

Town Administrator Hansen confirmed Conservation Commission Appointment for Judi Lindsey that was listed on the agenda was approved in 2022. It was not necessary for the Board to approve her.

Old Business:

Right-Of-Way: Town Administrator Hansen stated she would like the Board to review the agreement from Paul & Sarah Brassard regarding their request for a Right-of-Way. The Board verbally gave a consensus to change it to Right-To-Pass and eliminate the last sentence on the document. See attached.

Calendar:

- **Deliberative Session – February 4th, 2023 @ 9:00am –at Moore School**
- **Next Board of Selectman's Meeting on Monday, February 13th, 2023 @ 7:00pm**
- **The Town Offices will be closed on Monday, February 20th, 2023 – President's Day**

Public Input:

Inclement Weather – The Board had a discussion regarding the Town Office Employees working during inclement weather. Chairman Brock stated that he and the Town Administrator have had conversations early in the mornings on bad weather days to determine if it will stay open, have a delayed opening or close the Office and keep the Employees informed. If an Employee chooses not to come in on a day that has inclement weather, and the Town Office has made the decision to stay open, that day will need to be used as a vacation day or choose to take the day without pay.

Selectman Chivers stated that on Saturday, January 21st that Fire Chief Young and Mike Kelley, Kyle Simard and himself had a meeting with the Homeowners Association at Candia Crossing and they presented their 2023 operating budget. Mr. Kelly explained all the services available to the owners and they were able answer their questions. They were able to make the residents aware of what they will need to do on voting day, March 9th, 2023.

Chairman Brock acknowledged Road Agent Wuebbolt and his plowing crew for the great job they did plowing during the last snowstorm and were given a big thank you.

Selectman Chivers thanked Building Inspector Bob Donahue for giving Land Use Coordinator Amy Spencer a ride to work during the last snowstorm.

Payments of payroll and payables. Selectman Chivers confirmed the grand total for payroll and payables for the weeks ending 1/12/2023 -1/19/2023 Totals \$800,994.25 (*includes School payment of \$650,000.00*)

7:29 pm MOTION: Selectman Chivers made a motion to adjourn the Public Meeting. Seconded by Selectman Moran. All in favor. Motion carried by a vote of 5-0-0.

**Respectfully submitted,
Linda Chandonnet, Recording Secretary**