

UNAPPROVED
Candia's Virtual Selectmen's Public Session Minutes
July 14th, 2025, 6:30 pm

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

6:37 pm Chair Brien Brock opened the Public Session Meeting followed by the Pledge of Allegiance.

Attendance: Chair Brien Brock, Selectman Patrick Moran, Selectman Boyd Chivers, Selectman Stephanie Helmig, Selectman Susan Young and Town Administrator Amy Spencer.

Approval of Minutes: Public session minutes of June 23rd, 2025.

Motion: Selectmen Moran made a motion to approve the June 23rd, 2025, Public Session Minutes as presented. Selectman Chivers seconded. All in favor. Motion carried by a vote of (5-0-0).

DEPARTMENT REPORTS

Highway: Road Agent Wuebbolt read his report and gave updates. Selectman Young asked about cutting the overgrown brush on roads. She said there was an obstruction of view and blind spot that occurred in a recent car accident. The Road Agent said they did some brush cutting in that area, however it might not have been cut back far enough.

Chief Shevlin reported there was a bad accident around there and it is a very dangerous area. He indicated the line of sight was a problem near this area and many drivers pull up to the edge of the trail and peer out into the road before driving across. He would like to have a road study completed in order to bring speeds down. At the time of the accident, speed was not an issue, but the line of sight was the main factor. When a Town Ordinance is in place the Officer will go out, write a ticket and the money will go to the Town and not to the State. This is why he would like to have a road study done, as well as Town Ordinances in place. He mentioned there is a lot of wildlife and pedestrians near the rail trail and we need this to help in slowing down drivers. Chair Brock said he is in favor of having a road study completed. Chief Shevlin informed the Board that he would look into it. In the meantime, his department is currently enforcing the speed limits as much as possible.

Road Agent Wuebbolt said many of Candia's roads are overgrown with brush, and it will take some time for them to complete. He mentioned that every road they work on and redo during the year has had shoulder work completed as well as clearing overgrown brush on them. Selectman Helmig asked when he will be working on North Road. Road Agent Wuebbolt said they will begin work on August 4th, 2025, and it will be finished in time before the school year begins.

Police: Chief Shevlin read his report and gave an update. Officer Schaffer has gone through FTO (Field Training Officer School) and has learned how to objectively train and score the new trainees that come to work for the Department.

Selectman Helmig asked if there have been any issues with retaining individuals that are arrested. Chief Shevlin clarified the Town Hall Building does not have holding cells. If the Officers need to bring in an arrested individual, they are transferred to the Rockingham County Sheriff's Office, where they have access to holding cell facilities.

Chief Shevlin encourages the public to always be observant of their surroundings and to report any suspicious activity or anything that seems unusual by giving the Police Department a call.

Chief Shevlin gave a letter of merit to Officer Schaffer, as a result of her responding to a call on 6/30/2025 for a reckless vehicle operation. The vehicle just came off the highway, and when Officer Schaffer went to the scene, she observed an unconscious individual and immediately administered Narcan that was available in her cruiser. Officer Schaffer was able to revive them and then they were transferred to the hospital by ambulance. Her swift actions not only ensured the driver in the vehicle received the medical attention needed, but also potentially saved their life. Officer Schaffer's professional manner and willingness to help is an example of her dedication and professionalism to our community and the Candia Police Department.

Chief Shevlin provided the Board with estimates for the painting and flooring work in the Police Department. The flooring estimate is \$3,400, and a new painting quote that he received and accepted is for \$4,985.

Chief Shevlin stated Lieutenant Stanton recently applied for Speed Grants through the State and reported that Candia was awarded a total of \$4,800. He is asking for the Boards approval along with their signatures and said it will begin in October. A total of three grants are included: 1) Speed Grant for \$1,600. 2) DWI Grant for \$1,600. 3) Distracting Driving for \$1,600 totaling \$4,800. He indicated the Town will need to match the award by \$1,200. He briefed the Board on how each of these grant's work and indicated there will be auditors that will be coming in, to be certain our Officers are doing what is required. There will be additional grants available for them to apply for in the future such as radar units and speed trailers.

Motion: Chair Brock made a motion to accept the Police Safety Grants as presented in the amount of \$4,800. Selectman Chivers seconded. All in favor. Motion carried by a vote of (5-0-0).

Fire Department: Selectman Chivers read the report.

Building Department: Chair Brock announced Richard Lavoie has been hired as the new Building Inspector and he will begin working on Monday, July 21st, 2025.

Solid Waste: Selectman Chivers read the report.

Budget Committee: Selectman Young said the Budget Committee would like to start the 2026 Budget Season early this year. Selectman Moran asked what the advantage is of beginning the budget season early. Selectman Helmig pointed out the Budget Committee had a lot of questions last year including a lot of historical data. Selectman Young said it is up to the Selectmen to decide if they want to start early this year. She encourages the Budget Committee to come to the Selectmen's 2026 Proposed Budget Meeting when the department heads are presenting their budgets to the Board, because that is where everything is explained. Selectman Moran said this is where the Budget Committee has opportunities to ask their questions to all the departments. Selectman Young said they can invite the Budget Committee to their 2026 Proposed Budget Meeting and if they are unable attend they may listen to the recording. Selectman Moran said for the Selectmen to stick to the original schedule. Selectman Helmig said in her opinion it might be a good recommendation for the Budget Committee to add in one or two additional meetings to their schedule. Discussion ensued

NHRS: Chair Brock said Town Administrator Spencer received a notice from NHRS, stating the motion that was given in the last Selectboard Meeting was not acceptable and they will need a new motion with very specific writing.

Motion: Chair Brock made a motion that the Town of Candia will elect to approve the inclusion of its officers and employees in the New Hampshire Retirement System of the State of New Hampshire, as provided for by RSA 100-A, for the employees of the Town of Candia to be effective as soon after as possible. Selectman Moran seconded. All in favor. Motion carried by a vote of (5-0-0).

Next Board of Selectman Meeting: Administrative Assistant Chandonnet asked the Board if they would consider canceling their next meeting scheduled for July 28th, 2025. The Board verbally agreed to tentatively cancel the meeting and if anything changes, they can choose to have one.

OLD BUSINESS:

America's 250th Anniversary: Chair Brock asked Administrative Assistant Chandonnet for an update on her progress for next year's 250th Anniversary. Administrative Assistant Chandonnet stated she had a conversation with Hannah Lewis, and indicated she is willing to help and she will be reaching out to other people to assist. She revealed some of her ideas and that she would like to involve all of our Town Departments and Committees.

Public Input: Dick Snow (Resident) addressed the Board regarding a conservation easement located on Chester Tpk. Over a year ago, the Conservation Commission was approached by a Resident about buying a piece of landlocked property on the road that is between the Kinnicum Pond area, and two Town owned properties, and it would allow them to have access to them. He did not understand why they wanted the Town to purchase this property and why they would not have a Conservation Easement on it. The Resident went through the planning process to consolidate two lots in order to get to one lot. They received a preliminary appraisal by the people who do conservation easements to get the value. The paperwork was signed by both parties. The next step began in June 2024 to have it surveyed in order to get a conservation easement on it. He asked how much it would cost for a survey according to Candia's Purchasing Policy. He has reached out to four or five surveyors and received a response back from Promised Land Survey for a quote of \$9,500. He said \$9,500 from the Conservation Commission Fund is acceptable for this bid. Chair Brock asked if there are enough funds to do this. Mr. Snow said yes and made it clear that the funds would come out of the Conservation Commission Fund. Selectman Helmig asked what the main purpose is for the conservation easement. Chair Brock said it is to protect the property and it allows the Town to go across their property to the Town's property. Discussion ensued.

Motion: Selectman Helmig made a motion to approve \$9,500 to come out of the Conservation Commission Fund. Selectman Young seconded. All in favor. Motion carried by a vote of (5-0-0).

7:39 pm – Selectman Moran made a motion to adjourn the meeting. Seconded by Selectman Chivers. All in favor. Motion carried by a vote of (5-0-0).

Linda Chandonnet
Recording Secretary