

**CANDIA PLANNING BOARD  
MEETING MINUTES OF June 28th, 2023  
APPROVED MINUTES**

PB Members Present: Rudy Cartier, Chair; Mark Chalbeck, V-Chair; Brien Brock, BOS Rep.; Scott Komisarek; Kevin Coughlin; Tim D'Arcy.

PB Members Absent: Judi Lindsey (excused); Mike Santa, Alt.; Mike Guay, Alt.; Linda Carroll, Alt.

\* Rudy Cartier, Chair; called the PB meeting to order at approximately 7:00PM, followed immediately by the Pledge of Allegiance

**Call to Order:      Pledge of Allegiance:      Roll Call:**

**Old Business:**

- Nate Miller – SNHPC – CIP – Police Chief Mike McGillen, Fire Chief Dean Young, and Captain Mike Kelley

N. Miller: This is kind of similar to our last meeting. This is your opportunity to talk with the Chief and the Fire Chief, as well as the ambulance folks. I was kind of thinking we could walk through.

Chief McGillen had three projects that were submitted. There has been a commitment of money for the land acquisition. It seems like construction is the next component of this project. You know that bonding would be the potential financing source through a warrant article.

M. McGillen: That number may be conservative. We heard Anthony speak. It may be going up a little bit. I would love to see it go up and make sure we get adequate supplies for the station.

T. D'Arcy: That 2.5 million number is a rough number?

M. McGillen: Alarm systems and camera systems.

R. Cartier: What I don't want to see happen at the police station, what happened at the transfer station. A lot of things got cut out.

B. Brock: I would rather just leave it that way for now, until we meet. We can always change it.

S. Komisarek: There is really no grant money? (no)

N. Miller: You could put it in through that process. I am not aware of any other formula grant projects.

M. McGillen: I plan on talking with the Congressman. He came here for a tour. They encouraged us to do it for the next round.

S. Komisarek: Remember when he was involved, he seemed like the type of guy you probably could talk to.

M. McGillen:

K. Coughlin: That 2.5 Million that is listed does not include the financing cost?

N. Miller: We are going to need to make some sort of assumption about how a bond would look and work. I don't know, Chief, if you have had any discussions. If we look at a ten year, we can run some numbers. 10% of that interest per year. On a 10 year. They price bonds twice, three times a year. The January bond was 2.71 percent. We could run a scenario of a 3% Bond on a 10-year basis. There certainly would be interest costs associated with that. Yes, the principal would be 2.5 million.

T. D'Arcy: It shouldn't be too bad.

B. Brock: We were trying to keep the impact somewhere around \$300,000 a year.

K. Coughlin: The first year is \$72,000 in interest.

R. Cartier: You figure it will probably be \$300,000 a year?

K. Coughlin: There is a breaking point where the town is not going to approve it.

M. Chalbeck: If we delay, every year it goes up.

N. Miller: We can tweak it as better numbers come in.

S. Komisarek: What is that for the average taxpayer? What is our total budget for school and budget \$12,000,000?

R. Cartier: If we did this as a capital warrant article,

N. Miller: Chief, in your application, you did capital reserve. Is there one? Would it be used for the PD? Is that an assumption that you want to make in the CIP?

B. Brock: That is reserved for unknown things.

N. Miller: Anything else on the station?

B. Brock: There will probably be some changes down the road.

N. Miller: Second application was annual replacements of cruisers. We would program one cruiser per year. One cruiser retires and is replaced by a new. Six cruisers over the course of the CIP.

M. McGillen: When we get newer vehicles, the maintenance costs go down. \$46,000.

B. Brock: That's what they are up to now?

M. McGillen: \$12,000 - \$15,000 to outfit a car.

R. Cartier: We need to put \$15,000 in there to bring it up.

N. Miller: \$46,229 would come out of the police department's regular budget each year and then the \$15,000 would come out of the revolving detail account. Receipts were around \$27,000? You would generally take in around enough to cover it.

R. Cartier: How would we put that in your summary draft?

N. Miller: I would do the \$15,000 coming out of the revolving detail revenue account.

D. Snow: You have to write that revolving detail.

M. Chalbeck: They do that in a lot of towns. When you hire a detail. When we hire a detail. Correct me if I am wrong, the detail fund is both, inclusive.

M. McGillen: We don't separate a cruiser and the officer. Whoever hires us.

R. Cartier: That is the current price for this year. When we get closer, we want to make sure we don't shortchange. We have to make sure.

M. McGillen: What is your timeframe?

N. Miller: If we could target getting a CIP together for September.

D. Snow: Yes.

T. D'Arcy: Vehicle prices are obviously very volatile. What this is really all about in the long run, is impact fees.

N. Miller: You had operating budget. You haven't historically, for cruiser replacements, needed a warrant article. Where does it come out of? In a normal year, it would be anticipated that that operating budget would have a cruiser in there.

(Yes)

R. Cartier: How many cruisers do you have now?

M. McGillen: Five

R. Cartier: The reason I ask is for impact fees.

S. Komisarek: If it were to be built, would the budget stay the same?

N. Miller: To summarize, annual cruiser of \$61,229. \$15,000 to come from detail account.

B. Brock: Unless it is changed during budget time to be a warrant article.

N. Miller: The final police department application is for body cameras. I had 2029 in my working spreadsheet.

Asking K. Coughlin: What is the typical lifespan?

K. Coughlin: I would say six years.

M. McGillen: It's not just cameras, the server, the docking station. There are some peripherals there.

R. Cartier: From a budget standpoint, do you think this should be a warrant article.

B. Brock: I have mixed feelings about budget or warrant article.

M. Chalbeck: I like what Dean does. When they go to buy a fire truck, they ask for a little bit each year. Do a capital reserve, so when you hit 2029, you have enough.

N. Miller: If you assumed a \$35,000 cost, you could envision this project as a

M. Chalbeck: I think that is more palatable.

R. Cartier: When you establish a capital reserve fund, it has to be more specific.

M. Chalbeck: He could word it body cams, personal radios, etc.

Chief Dean Young: We have begun the process of putting together a committee to spec a truck. Ideally, if we get that truck. We would like to have them 10 years apart. By the time we get this one, we like to

spread them out so that the impact isn't back-to-back. Some of that money we come up with through the capital reserve fund. Whether they want to do it as a warrant article,

R. Cartier: For budget purposes, if we could have something in here that would give the town an idea. Break it out to what you think it is going to be.

D. Young: The last truck as \$640,000. We had \$300,000. It's bought and paid for. Whether or not that will be the route that everyone agrees to. I think you all know that I am cheap like that.

B. Brock: Frugal.

N. Miller: We will have to make some sort of assumption here about financing. You can pick \$850,000 to \$900,000.

If I am assuming correctly, fire apparatus capital reserve. Assuming you would put the lions share of that capital reserve. Let's say you put \$150,000. If your cost is \$900,000. If you want to use every cent of it. There is no other fire apparatus?

D. Young: We spent a little bit of that on the ambulance that we bought.

M. Kelley: You said something about locking in a price. Just so you know, a lot of vendors right now are not locking in.

R. Cartier: If we get what the Chief normally has, that will be at least \$200,000.

N. Miller: If you have \$170,000, 220,000 in 2024.

D. Young: I will probably increase the towns contribution to the capital reserve.

R. Cartier: If you asked for \$100,000.

D. Young: That will give us \$300,000.

K. Coughlin: Is the truck you are buying, is it a clone?

M. Kelley: We are going to try to keep with the same manufacturer if we can.

D. Young. It will be different, but it will be the same.

R. Cartier: If we put in \$100,000. If we can keep everything relatively flat for a while, people aren't going to balk. It makes it look like everyone is on the same page.

N. Miller: At the point that the contract is signed. You need to make sure that you are encumbering the funds.

R. Cartier: Encumbering the money means you haven't got the money, but you have it put aside.

B. Brock: It's almost like that warrant article should appear before you sign for the truck.

N. Miller: If you wanted to do that in 2025, you would still need to go to the town to raise and appropriate the funds.

N. Miller: Let's stick with 2025. If you went to town meeting in 2025 with a warrant article, what would that ask be?

B. Brock: It depends on when they are actually going to take delivery of it.

M. Kelley: I would say 9 months to 12 months to order. About 24 months after the order is placed.

B. Brock: Did you ever bond for a truck before? We are only looking at \$450,000.

M. Kelley: We have been in talks with Andria and the Select Board. We were looking at taking some of the money out of the capital reserve. Andria did, we have looked into all of that.

B. Brock: The other caveat is the capital improvement. Then we could replenish that this fall.

R. Cartier: I think you estimated. Yes, you can have some money leftover in the capital reserve fund. You can still keep it. It almost looks like your immediate need right now is EMS. It might be something to look at that covers your deficiencies.

M. Chalbeck: For the CIP, keep it flat.

D. Young: Like Rudy said, it has been flat for 40 years. Do you bond it or save it each year? If you bond it, you are paying interest.

B. Brock: If you could explain it that way.

M. Kelley: Realistically the big-ticket items are the defibrillators. They have an 8-year shelf life. We just purchased two of them, so we have a little lead time. We currently have the last version of this model. At some point, when that one reaches the end of its life, we are going to get a new one.

N. Miller: Did you have a capital reserve in mind for the defibrillators?

R. Cartier: You just have to be careful, that was for fire not EMS.

M. Kelley: Andria did look into that, and it would qualify.

B. Brock: Do you need that for the new ambulance?

M. Kelley: No.

N. Miller: Warrant Articles in 2027 and 2029 for defibrillators.

M. Kelley: This is when I was looking at new. \$300,00 in service, ready to go. If we can get this one truck that is currently being built. You can get a demo truck or the custom builds. The current demo ones are high 2,s to low 3,s. Otherwise, we have everything pretty much purchased. We could get by without it. He is giving us first right of refusal.

B. Brock: To take that money out of the capital reserve fund, we need two weeks to have a public meeting.

N. Miller: If you are doing it this year, it does not have to be in the CIP.

M. Kelley: We got it for \$25,000. It has definitely paid for itself. We just need to have a vehicle that is solid without breakdown issues.

M. Kelley: What happens if that does not happen this year?

B. Brock: I will speak to Andria and tell her to post that.

D. Snow: We need a way that we can get the revenue back into the \$300,000. This is really pretty simple. When we were doing the budget last year. The discussion at the meeting is at this CIP and you add them all up. I need a spreadsheet that says what our revenue is going to be. This is what we are trying to do to equalize.

R. Cartier: We put that the ambulance will be purchased this year. If that falls through, we can still revise this.

N. Miller: The target to meet Dick's committees needs and put a bow on this, we need to wrap this up by September.

M. Chalbeck: Will you have to replace one of the ambulances how many years out?

M. Kelley: 7-10 years for our volume.

M. Chalbeck: Should we have a separate capital reserve for this? \$25,000 a year for a future ambulance.

R. Cartier: Mark has a really good idea. If we do a separate reserve fund for this, it is more palatable that way.

N. Miller: Establish an ambulance replacement capital reserve starting in 2025.

D. Young: The one we have now is a good one and is going in the back row.

M. Chalbeck: We are acquiring information for the budget committee to use.

N. Miller: Can we talk about the ventilator? The final request.

M. Kelley: You need to have a specific device.

N. Miller: They seem to be inextricably linked.

N. Miller: Back to the fire engine replacement. We need to come to some type of resolution.

B. Brock: There is no money left for the capital reserve. Are you thinking you are going to go a buck and a quarter?

D. Young: Do I want to do that and bond less or...

R. Cartier: When you went to the town for the current one, it was overwhelmingly approved.

B. Brock: Remember Rudy, we are already asking. People are going to look at and say what are we not going to vote for.

R. Cartier: Everything that we have been talking about here is not a want. It is a necessity. The proof of support has already been there. The fact that you do have a good reputation for providing good services.

S. Komisarek: They are essential services.

T. D'Arcy: I think going \$125,000.

R. Cartier: If you commit to the \$800,000 in 2024, how is this going to work? How do we put it in the CIP?

N. Miller: You kind of have to assume that it is bonded until it is not bonded.

K. Coughlin: On this sheet I have it was \$850,000 and then it was \$900,000.

N. Miller: \$900,000 at a 10 year, 3% bond in 2024.

D. Young: The problem is we lost ground.

B. Brock: That's for 2024?

R. Cartier: Where would the money come from?

D. Young: Warrant Article. In a perfect world, I would wait until I have the money in the bank.

B. Brock: But you are in a position now where you really need it. Right? You really do need it, don't you?

D. Young: Yes and no. It would be nice, we are putting a shower in now, so there will be a shower there.

N. Miller: The whole project is \$850,000. \$350,000 of that is coming in from the fire station capital reserve fund. \$500,000 from a warrant article. 2024 is the year. That's a lot for 2024.

B. Brock: Yes, it is.

D. Young: I would say we might want to bump it. We can survive.

B. Brock: So you want to put it to 2025?

D. Young: It's funny. When you do this. When you look at the years and stuff, you don't know what everybody else is doing.

N. Miller: Can we talk to our other defacto department head. Tree removal. 2024 estimated cost as \$20,000 as a warrant article. Everyone okay with that? And then we've got a mower and a trailer for 2026.

M. Chalbeck: When we put that, we were putting it out. We have one. We are looking at when that one needs to be replaced, then we would need a trailer to go with it.

R. Cartier: What was the tree removal?

(Warrant Article)

M. Chalbeck: That's conservative for the mower. The cemeteries have returned money to the town the past couple of years.

N. Miller: There is one project for solid waste. This came from the second solicitation. This is \$85,000 in 2026. They do show a grant here. I don't know if that is in hand or not. If is something they intend to apply for.

R. Cartier: That is a forklift?

N. Miller \$85,000 as a warrant article.

What I will do is compile everything we talked about tonight. Then we can see it all laid out.

D. Snow: Before Nate leaves. I am pretty sure you haven't seen this. This is the NHMA. NHMA is giving out grants to be able to get assistance in finding grants. That has to be done by the 5<sup>th</sup> of July. That looks like something we might be interested in getting involved with.

R. Cartier: We have less than a week?

B. Brock: Andria can handle it.

Some discussion about the next meeting date.

July 19<sup>th</sup> at 6:30.

B. Brock: Can we get a revised spreadsheet for the 19<sup>th</sup>?

### **New Business:**

- Informational Hearing: (Potential Major Site Plan) Applicant/Owner – Candia Police Station — 100 Raymond Road, Candia, NH 03034. Property Location: 100 Raymond Road, Candia, NH 03034 Map 409 Lot 96 & Lot 97 Intent: To begin preliminary presentation / discussion about next steps.

B. Brock: As we talked to the Chief, we reverse engineered. We have a good plan, and I am excited about it. We have purchased the property. I don't know what you need. Tommy can do it, but he doesn't have a stamp.

R. Cartier: I don't think that the board needs anything right away. I feel very comfortable with Tommy. He is very well versed. At this particular point in time, we don't need stamped plans. Whatever he has is a good thing to start with.

M. Chalbeck: For the stamp, would we be able to use Stantec?

S. Komisarek: Aren't municipalities exempt?

B. Brock: We are.

R. Cartier: The town does not have to go by its own zoning. You still need someone to go through it to protect the town. We are using them as the town engineer.

B. Brock: When did you want something to review?

R. Cartier: The second of August. We will set it up as an informational.

- Approval of Minutes, 6.7.23

K. Coughlin: You do a remarkable job.

Amy Spencer: Thank you.

R. Cartier: She really does. Just to let you know, the way that Amy's been keeping the minutes, they have been used in appeals and they've helped us out a lot to make sure we have some solid backing.

T. D'Arcy: **Motion** to accept the minutes as presented. K. Coughlin: **Second**. M. Chalbeck: Abstain. The rest were in favor. **Motion passed**.

#### Appeal Updates:

- **Foster Farms**, New Boston Road – hearing tomorrow up in Concord. Basically, whether our ordinance is constitutional. Our attorney feels as though we do have the case. Rudy Cartier, Chief McGillen, and Jeff have to testify.
- **23 Main Street – request for reconsideration for lack of standing filed in time, had to be 10-days after.**

S. Komisarek - Recused himself and is commenting as an applicant:

I think when you look at that case, all the time and energy and expense that went into the town, what is it costing the town of Candia. She obviously lacks standing because she lacks proximity. It is public information. I would like to know how much the town of Candia has spent on this. We have been very accommodating to someone who is suing the town.



She was suing for all of her legal fees. At what point do you say if you want to keep pursuing what would be a frivolous case, she should have to pay for our legal fees. At this point really doesn't have merit. Do we spend \$50,000 and \$75,000?

R. Cartier: In order to do what you are suggesting. The town would then have to pay legal fees to see if it was appropriate or legal. Unless there was malice, it is hard to collect fees from someone who is exercising their constitutional rights.

S. Komisarek: In the first suit, she said the town would be responsible for her legal fees. I think it is responsible of the town.

R. Cartier: The Board of Selectmen would have to talk to the town attorney. The planning board doesn't have anything to do with it. I think you should go to the next meeting.

D. Young: It's funny that Scott is asking that question because today at work, I am working by myself, and I am thinking about all kinds of things. And I know Scott is getting ready to move his building and I am thinking to myself, how much did that project cost us, the taxpayers? Legal fees. So, I called Amy and I said, do you know how much 23 Main Street, beginning to end, has cost us? She said no but Andria can probably find out. So, she put me through to Andria and Andria said I have to go back to the very beginning. I said, listen, don't kill yourself, I know you are very busy, but sometime could you figure that out and Scott said, the people need to know, and the people will never know looking at the town report...how much Patti Davis has cost the taxpayers of Candia.

R. Cartier: I would like to see that and Foster Farms. To see how much the legal fees are costing us.

S. Komisarek: If I talk to my attorney as a developer. They both start billing and they both start making money. There is all grey. It's all grey.

R. Cartier: The objection has been filed and his project is on hold again. Everything is the same as it was.

S. Komisarek: Just for the record. I have taken a lot... a lot of malice. A lot of things that have been said that really aren't true on social media and I have had to bite my tongue. When that number comes available, it would be good for the people to know. When we started the process, you contacted the town attorney and asked the town attorney if the planning board had the right to grant the waivers. At some point it becomes frivolous.

R. Cartier: People can have different opinions. If they feel that for some reason that they have been wronged, that's our standard, that's our system. If you don't mind, I would like to...

D. Young: I would still like to know what the number is.

K. Coughlin: At some point a lawsuit does become frivolous.

R. Cartier: Just for the record, Scott is back on the board as a member of the board.

#### **Other Business:**

- Southern NH Planning Commission - InvestNH HOP Updates

R. Cartier: We do have the stuff that Cam had sent and looking for any comments on here.

Discussion and edits regarding survey questions, flyer, the grant application process.

Changes to Flyer - SNHPC

Changes were discussed to survey questions.

Changes and suggestions were given to Amy to pass on to SNHPC. Amy was directed to publish with changes.

M. Chalbeck: Al Hall. He loved Candia. We don't have the facilities in town for our elderly citizens to stay in the community that they love.

R. Cartier: This is just to get opinions.

Phase II – Not much funding left. We will put the application in.

R. Cartier: Dick has brought up to Amy and Andria. A Capital Reserve Plan for Master Plan and Ordinance Updates. In 1992 was the year that there were probably 8 citizens petitions to update and another 8 that the planning board suggested. That capital reserve fund should be funded. There is a catch.

D. Snow: The interesting part is that Brien and his mother created it.

R. Cartier: It made the agents, the agents for the capital reserve fund. By the RSA's that are in place, the planning board is responsible. Is that still legal? The following year, the town voted \$6,000 to update the master plan. If DRA denied that particular warrant article...I found an entry that there was in fact \$4,000 one of the next years listed but no money went in there.

- Town Planning
- Any other matter to come before the Board.

D. Young: Joe Sobel came to me today. When they went to the town, they got a permit to do that. Now a bus company wants to store some buses there for a while. They are going to be used by the town of Candia. This bus company doesn't have a place. They need buses in there now. Why do they have to come before the board?

K. Coughlin: The previous occupants had to get a permit?

R. Cartier: They are telling the Land Use Office something different. They can get a temporary use permit.

**Motion** to adjourn: K. Coughlin. **Second:** S. Komisarek. All were in favor. **Motion passed.**

Respectfully submitted,

Amy M. Spencer

Land Use Coordinator

cc: file