

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
May 28, 2014
FINAL

Members Present: Chairman Fred Douglas, Selectman Arnie Byam and Selectman Lee Mayhew

Staff Present: Interim TA Burton Reynolds and Administrative Assistant Cindi Hasty

Public Present:

Media Present: Jessie Salisbury

Recorder: Kathleen Humphreys

The meeting was called to order at 6:00pm.

Approval of Minutes, Manifests, and Items for Signature:

The Board addressed all items that needed their signature.

Table approval of May 7, 2014 minutes to next meeting. Reviewed and signed warrants.

Appointments:

Board of Selectmen's Meeting Minutes

POLICE

Police-Traffic Control Policy

Police Chief Rance Deware sought input from the Board regarding notification of work in town by companies that cut trees or work on phone lines along the roadways. He was concerned for public safety because not all the companies have been notifying the police department when they plan to work in town.

It was decided that Chief Deware will send a correspondence to inform the various companies that a 48 hour advance notice is required. RSA 105:9.

A draft was read. Chairman Douglas asked to consider when a detour is necessary the request needs to be submitted in advance for the chief's approval so there is ample time to notify the ambulance and the fire departments and the detour plan is up to chief to approve. Also required is to notify the police department by noon if the job is expected to run late. Chief Deware will also follow-up with the owner or CEO of the companies.

The topic of a flagger was discussed.

Elementary School

Chief Deware Rance attended a recent meeting for Elementary School Construction Projects and was informed by the principal that all summer school will be conducted in Lyndeborough this summer and all support staff will work out of the Lyndeborough facility due to construction at Florence Rideout Elementary School.

Summer school will run July 7- August 14, 2014 from 8:30am-11:30am.

The Selectmen were informed there should be no traffic concerns at LCS by the School Board but the Board felt there could be traffic issues especially since there are half-day kindergarten programs where bus service will not be available. Chairman Douglas has concerns about the traffic light working properly and discussed signage on the north side of the crest. The need for a Crossing Guard was discussed and if it should be the school's responsibility.

Safe Routes to School recommended using a double lane.

Mr. Reynolds will draft a letter to invite Principal O'Connell and the Superintendent Tyrie to come before the board to discuss traffic concerns from the BOS.

Police Department Administrative Position

Chief Deware informed the Board that the police secretary Cindy Sowerby asked for a leave of absence. He recommended that Ellen Martin be hired to handle the day to day administrative stuff and copy reports because they have similar pay scales and she works for the town already. The interim position was not advertised. If Mrs. Sowerby does not return he'll let the Board know.

A conflict of interest was discussed because Martin is an aunt to a person related to a case that occurred last month in Lyndeborough. Chief Deware informed the Board the LPD is done with their investigation. The Board wanted to make it clear that the chief inform Mrs. Martin she is to have no contact at all with anything related to the case. Jackie Smith also expressed interest in the position but her brother was the victim in this case.

Mrs. Martin is to be informed that she is not allowed to repeat anything she hears about the case or to have anything to do with that case, phone calls should be passed to someone else and no data entry, she is hands off. She needs to sign a confidentiality statement.

Letter of Commendation

Chief Deware asked that a copy of a letter of commendation be put in Sgt. Richard Sprankle's personnel file that was recently presented to him for his work on a recent felony case. An excerpt from the letter reads; "May 2-May 11, 2014. Felony level assault investigation in town on May 3. "...high level of supervisory experience and professionalism and willingness to go above and beyond the call of duty of performing OIC ...from May 2-May 11 is commendable..."

Chairman Douglas commented that Sgt. Sprankle "did a professional job."

Chief Deware discussed a budget line for \$500 for evidence and the recent need to transcribe tapes. They hired an officer from Peterborough to transcribe who offered a reasonable fee.

Snow ordinance

The ordinance was reviewed and changes will be made. The ordinance does not prohibit a resident from pushing snow across the street, but prevents them from leaving snow in the road. A proposal is expected for the next meeting.

From the court's standpoint, the first paragraph has to be there because it recognizes the authority that you can do this. Chairman Douglas will provide a copy of the Milford snow ordinances to Chief Deware

The large stones at the Center Cemetery stone wall were discussed. Mr. Byam had taken photos of the damage. A private contractor may have knocked them over when pushing snow across the street. The whereabouts of additional stones were discussed as it appears more are missing.

Chief Deware has documentation in a report and reminded the contractor they are responsible for fixing the wall. Selectman Byam and Chief Deware will share their photographs.

For the next meeting delineating post will be added to the agenda to discuss with the Road Agent.

Thanks

The Board would like to thank Lorraine Strube for the nice job she has did on the Memorial Day Observance.

The topic came up to maybe have floats, an ice cream social, other organizations and more school participation in the parade. Selectman Byam recalls that the elementary school kids would memorize the Gettysburg Address and the Devon's Army Marching Band would march a mile to south cemetery.

Community Forum

Jessie Salisbury commented the program for Memorial Day Observance "very nice". The Common is 100 years old in 2014.

Old Business

Discussed the intersection of Crooked S Road and Mountain Road and the dangerous sight distance problem. The homeowner on the corner of Center and Mountain Roads neglected to respond to the letter the town sent to their home. A certified letter will be sent requesting they respond to the town and that the owners are being put on notice that there is a liability concern for them if there is a serious accident at that intersection.

Consult Attorney Drescher if the Board can deem that to be a safety hazard and if so can the road crew thin the trees without the landowner's permission.

RSA 231:150 was read called Clearing Highways.

Jessie Salisbury said Crooked S Road was one of the oldest roads in the town and went to Francetown. The second town report noted the "doctor was buried on the plot on Crooked S Road". The area with the tree growth use to be a pasture for Ben Holt's cows.

The Road Agent will be asked to measure the width of the road and if in his opinion there is any benefit to cutting the trees. It was discussed if the town would need to put signage warning drivers of the dangerous corner.

Glass Globe Presentation

A date will be set. It was discussed to have the presentation at Community Day on August 23, 2014.

Purchasing policy

The purchase policy was reviewed and discussed. The Final agreement was to put the matters as pending until new town administrator is hired.

Greg Porter Updated Quote:

The Board reviewed the updated quote with a third option for the basement work to be done at Citizens' Hall. Ms. Hasty will contact Mr. Porter and confirm the quote is accurate. The Board inquired how he is hanging the foam board and how it is being placed.

VOTE: Selectman Mayhew moved to authorize Option 3 at \$833.00 and vote to waive the Town of Lyndeborough's purchasing policy in awarding this contract to Greg Porter. Selectman Byam seconded the motion. Motion passed.

NRPC Road Count Locations

The Southern NH Regional Planning Commission will conduct road counts next week, prior to the end of the school sessions in Lyndeborough.

The roads will be:

Salisbury intersection at Purgatory Falls

Winn Road in the middle of Old Temple Road intersection

Old Temple, just off Route 31

Pinnacle at Center Road

Each year NRPC will provide road counts if the town asks. The reports will be available on their website.

New Business

Meeting Minute Distribution

Selectman Mayhew wanted more information on how meeting minutes are distributed.

The approved minutes are posted on the website. Selectman Mayhew would like department heads to read all the minutes. It was discussed that informing the various department heads of events that transpired at meetings will be the responsibility of the new Town Administrator. It was discussed if minutes should be sent to department heads or an alert when they are posted. It was also discussed if the various boards in town can share their minutes and for them to all be in a central location.

Chase Road

Pam Holt had concerns about Chase Road which is not a public right of way. Minutes from the 1957 Town Meeting reflect the town wanted to discontinue the road but the wording said "close permanently" and should have read "discontinued". It was discussed to put this matter on the warrant for next town meeting to make it legal.

In event of a discontinued road the property reverts back to the owners on each side and Ms. Holt owns each side. A court case has set a policy. Burton has a page in "Hard Road to Travel" book he wanted to point out. Once it becomes a private road, E911 should be notified and the owner should put up signage that it's a private road.

All scheduled items having been addressed, the public meeting was adjourned at 8:20pm.

VOTE: Selectman Mayhew made a motion to go into a non-public sessions. Selectman Byam seconded the motion. Motion passed.

Adjournment:

Date:

Kathleen Humphreys, Recorder

Fred Douglas
Chairman

Arnie Byam III

Lee Mayhew

APPROVED BY THE BOARD OF SELECTMEN ON JULY 2, 2014

