

**LYNDEBOROUGH BOARD OF SELECTMEN  
MEETING MINUTES  
January 13, 2010**

**I. CALL TO ORDER**

**Chairman Strube** called this meeting to order at 6:30 p.m. on Wednesday January 13, 2010, in the large meeting room in Citizens' Hall.

Those persons present were as follows:

**Members**

**Present:** Lorraine Strube, Steve Brown & Arnie Byam

**Public**

**Present:**

**Staff**

**Present:** TA Jim Bingham, RA Perry,

**Media**

**Present:**

**Recorder:** Kate Thorndike

**I. Agenda Items**

- 6:35 Meeting Updates:
  - Budget Committee- meeting in Wilton
- 6:45 Appointment – Gary Zirpolo, Wilton, Temple, Lyndeborough EMS
  - Rick McQuade, Lyndeborough Fire Chief
- 7:10 Town Administrator Report:
  - Road Agent Report
    - French Rd. update
    - Heating system for Citizen’s Hall
    - Local Emergency Operations Plan
    - Town Report – Theme idea and dedication
- 7:30 Citizens’ Open Forum**
- 7:45 Appointment – Library trustees, Bob Rogers & Sally Curran
- 8:10 Old Business:
  - Memo to PD
  - Wetlands permit for Stony Brook @ Pettingill Hill Rd.
  - RFP for revaluation
- 8:15 New Business:
- 8:20 Non-Public RSA 91-A:3 II (a)
- 9:00 Approval Votes and Signing of Items

**II. Adjournment 9:00**

**Budget Committee update:** Selectman Strube updated the Board on the meeting regarding Goss Park, recycling and ambulance budget discussions. **Selectman Brown** will be attending a recycling meeting on January 21<sup>st</sup> and will update the Board at the next meeting. The Board discussed some specific ambulance budget issues directly with Gary Zirpolo who was in attendance. The Lyndeborough percentage of ambulance expense has gone down by 1 percent. The total Lyndeborough cost is \$47,000.39 which is based on population. Temple's contribution is \$41,699.00 and Wilton's is \$96,188.00.

**Appointment: Gary Zirpolo, Wilton, Temple, Lyndeborough EMS Chief**  
**Rick McQuade, Lyndeborough Fire Chief**

**Chief Zirpolo** handed out the dispatch contract with MACC base and explained how the system will work. The Fire Chiefs have all agreed to the contract. When a 911 call is made, it will go to Concord; from there it will go to KMA who will put a tone out for the fire and ambulance which will then trigger a radio at MACC base. The tone for the ambulance will then go out from MACC base. They will also follow up that tone with a phone call and they will keep track of times. The paramedics and the EMTs will head out switching over to KMA. Tones are all through MACC Base. Everything else we will be listening to two channels. The priority will be on KMA going to Lyndeborough. Wilton does everything through MACC base. The calls will go in to KMA first which addresses our local first responders. Director Schultz has some concerns about the calls going to KMA first. He feels that the ambulance should be going first and getting the screen from 911 saying what is going on. My priority is that the ambulance gets toned as soon as possible. I would like to be able to track the time between the two tones. The first tone needs to come off Temple Mountain not Crotched Mountain. They are hoping to start the new system during the first week of February. Lyndeborough's cost will be \$5,000 for the service. We will start with a six month agreement and review at that point. **LS:** How will service issues be tracked? **RM:** That will basically be Chief Zirpolo's and the Board's area to handle. **GZ:** The Chief's have all discussed sitting down every few months to check in on how everything is going. **RM:** I see us as having a contract for service. I will do my best to deal directly with Chief Zirpolo but I think it probably should go through the Board given the service contract. I think it is the right direction for the town of Lyndeborough.  
Number one ambulance has an EKG auto-send capability which is a portable unit.

Kate will check into 911 information that has been reported to Concord and get it reviewed and updated.

**Selectman Brown** moved that the Board of Selectmen accept the recommendation of the Ambulance and Fire Chiefs in relation to toning out services which was seconded by **Selectman Byam**.

**VOTE:** Selectmen Strube, Brown and Byam voted in favor, and Chairman Strube declared the motion to have carried unanimously (3-0).

**Citizens' Open Forum**

**LS:** I received a complaint from a citizen- they were forced off the road by someone driving the Highway Department's red 350 with sander on. The truck was moving at an excessive speed. It was on January 3<sup>rd</sup> around 2:30 in the afternoon on Putnam Hill Road. **RA Perry** will check into it and possibly the addition of a road sign is warranted.

**Town Administrator Report:**

**Road Agent Report:** Very quiet. We had one small victory. The '89 Mack had a nasty oil leak and needed a new oil pan which was \$1100. We got one at a junk yard for \$250 and put it on ourselves saving not only on the pan cost but also on repairs at an hourly rate of up to \$135/hour.

**French Rd. update:** Water is going under the old culverts now. He is logging and will start trucking out. The road is frozen up. **JB:** Dave is irritated because he got a call from DES with another complaint. He put in his notification and has done everything possible to comply. I told him that I would speak with DES. They will speak with Dave directly. I also told her that we need to review exactly what needs to be done on that road based on the original letter. Mike Decubellis made the second complaint. Dave requested that we get all the players together to discuss this. **AB:** Since our name is on the letter we need to handle everything right. **SB:** We need to get everyone together. Warm weather is heading in and Kent will keep track of the road condition.

**School Parking lot sanding:** **JB:** I sent an email to Sue Tussing stating that the sand in the hallways may be a nuisance but it is a safety issue and as long as the town is responsible for it, the procedure will remain the same. **LS:** It is a liability issue and needs to be done.

**NRPC:** **SB:** There is traffic count information available now on their website. I will get this information to Jim and RA Perry can check it out as well. There is a Workforce Housing seminar on Thursday, 1/28/10 at the Milford Town Hall at 7:00pm.

**Appointment: Library trustees, Bob Rogers & Sally Curran:**

**BR:** Gary Tuttle is a week ahead of schedule. Stairways are in. Finances are on track. However, there will be some extra money required for insulation and some blasting. The Planning Board did in fact vote to recommend Kate Thorndike for the NRPC Commissioner position. **LS:** In going over the budget there was some discussion on salary merit increases. We are sticking with a 1% merit. **BR:** Brenda has already agreed to stay where she is for the time being. We will follow whatever the town guideline is.

**SB:** Each employee merit increase is based on performance and open to discussion; some employees may get less, some may get more. Overall the budget is 1%. **LS:** How do you handle performance evaluations? How is the custodian paid? **SC:** It is based on the hours. We really didn't have any idea of hours worked. We have asked her to keep track going forward. In 2008, the custodian was \$1,000 for weekly cleaning. It is like a contract service. The trustees were under the impression that the custodian was paid out of the salary

account. **SC:** We don't have anything to do with salaries. This has been a good system and it's been very little money and it has worked well. Now we need to pay more attention because we have a new building, etc. **LS:** That is fine but if something happens to her on the job and she is not a real employee or contracted employee, then the town is liable. The auditors have never said anything. They don't seem to have a problem. **BR:** The Cemetery must work the same way. **JB:** She is being paid quarterly and social security and Medicare is being taken out. Conversation continued on Library finances and possible warrant articles for the library.

**Heating system for Citizen's Hall:** Put in new control panel, new thermostats. Done by Sanford and seems to be working very well. We will be replacing the water heater. Jim will look into a smaller tank to put into the men's bathroom.

**Local Emergency Operations Plan:** Placeholder... We need to start work on that.

**Town Report** – General discussion on theme idea and dedication; possibly two.

Conservation? Kate is going to talk with Mike Decubellis, Chair of the ConCom.

**Recycling:** There was a discussion on the possibility of a Town-wide recycling/garbage as well as overall budgeting.

*John Redemske came through from the LTA meeting upstairs and thanked the Board for their letter of support for the High Bridge Road bridge project. He will be in touch with Jim in a few weeks to follow up.*

**Old Business:**

**Memo to PD: JB:** I am going to run off the memo for signing. The settlement agreement is with the Town Clerk tax collector.

**Wetlands permit for Stony Brook @ Pettingill Hill Rd: JB:** Still working on review.

**RFP for revaluation: JB:** You all have a copy of it for review. It will be going out tomorrow.

**New Business:**

**JB:** PD Evaluations are completed and in the signing caddy. Finishing up and establishing merit increases that the Board wants before Tuesday would be really helpful to me since I have to put together the budget and summary by that evening. **LS:** We can look at PD now and make a time to meet to work on Jims.

**TC/TC Schultz** wanted the Board to review the offices that are up for election.

**Jessie Salisbury** wanted the Board to know that she will be asking the Board about the tax exempt parcel that is owned by the United Church of Lyndeborough at next week's meeting. She has been approached by residents wanting to know why it is exempt. **KT:** According to Jessie, the neighbors have been watching the property closely. There have never been any services there. There have been no announcements made in church that there was going to be a service.

There will be a work session tomorrow at 7:30.

**ADJOURNMENT**

All scheduled items having been addressed, Selectman Byam moved to adjourn; Selectman Brown seconded the motion.

**VOTE:** Chairman Strube called for a verbal vote on the motion. All members voted in favor.

Chairman Strube then declared the meeting to be adjourned at 9:20 p.m.

Date: January 13, 2010  
Kate Thorndike, Recorder

\_\_\_\_\_  
Lorraine A. Strube, Chairman

\_\_\_\_\_  
Steven M. Brown

\_\_\_\_\_  
Arnold A. Byam, III

**APPROVED BY THE BOARD OF SELECTMEN ON 2-17-2010**