

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
SEPTEMBER 2, 2015
Final

Members Present: Chairman Fred Douglas, Selectman Lee Mayhew and Selectman Mark Schultz.

Staff Present: Town Administrator Russ Boland, Road Agent Kent Perry and Police Chief Rance Deware

Public Present: Bob Rogers, Susan Giles and Boy Scouts from Troop 4 in Milford; Colin Giles, Matt Deware and James Bell

Media Present: Reporters Jessie Salisbury and Ashley Saari

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

Consent Agenda:

Review and signing of consent agenda items

- a. AP Warrant 09/04/2015
- b. Payroll 09/04/2015
- c. Non-Public Meeting Minutes 07/22/2015
- d. Meeting Minutes 08/19/2015
- e. LUCT 232-020-002
- f. Intent to Cut 230-005-001
- g. Certification Yield Tax 15-279-05
- h. Purchase Order 20459 Paving Pinnacle Road/Holt Road
- i. Purchase Order 20460 Paving Brandy Brook Road
- j. Purchase Order 20461 Backhoe Repair
- k. Oath of Office for Historic District Commission, A. Carl Wetherbee
- l. Support Document-City of Dover

Appointments:

6:05pm: Police Cruiser Purchase Discussion, Police Chief Deware

Chief Deware presented information on the purchase of a new 2016 police cruiser estimated at \$32,110, which did not include the cost of a police radio. The Ford warranty is 3 year/36,000 miles bumper to bumper and the chief will inquire about an extended warranty. The base price of the 2016 vehicle model is \$1,000 more than the 2015 model purchased this past year for a similar vehicle.

Chief Deware presented State bids for a Motorola radio at \$3,132.50 and a Kenwood radio priced at \$2,419.86. The radio installation is included in the cost of the vehicle. The 110-watt digital Kenwood has five programmable channels with dial and volume knobs and the vendor is Beltronics in Nashua. The 100-watt digital Motorola is push button and is sold by Two-Way Communications in Londonderry. Both radios have a two-year warranty. It was noted the Motorola price is only good until Sept. 30, 2015 with a \$250 promotional discount.

The only other items that would need to be upgraded in the cruiser is the computer stand to a more airbag friendly HAVIS system for safety.

The contract bid was a Plymouth County Mass bid which required a one-time fee of \$200 to be part of that bid process. Other departments can use this process.

Chairman Douglas asked the gas miles for the record. The 2015 cruiser is getting an average of 15.8 MPG vs 11-12 MPG with the Tahoe. The 2012 vehicle is getting between 10-12 MPG. The police department's gas expense is currently at \$2,897 for 2015, which is down, due to better gas miles and cheaper fuel costs.

The trade estimate is \$9,500 and based off miles and condition of the trade vehicle. Currently, the vehicle has 85,600 miles and the trade-in will change if the vehicle reaches \$100,000 miles. Chairman Douglas asked the chief to try to lock in the estimate of \$9,500.

The final price of the new police cruiser is about \$36,000 including the trade, radio purchase, transferring equipment and installation. The cruiser is budgeted for \$40,000. It takes 12-weeks from the time the vehicle is ordered to delivery then two weeks to transfer the equipment and graphics added. (\$32,110 plus approx. \$2,419.86 for the radio).

An estimate of \$150-300 for a G3 Booster for the vehicles will help keep the WiFi active.

VOTE: Selectman Schultz made a motion to allow Chief Deware not to exceed \$38,000 for purchase of procurement of the 2016 Ford Explorer through MHQ to include all associated equipment outlined here and transfer of same. Selectman Mayhew seconded the motion. Motion passed 3-0.

6:25pm: Radio Communication Discussion with Police Chief Deware, Fire Chief McQuade and Road Agent Kent Perry

Chief Deware felt a switch to the Milford Area Communication Center (MACC Base) will be an improvement and more efficient.

One benefit is instant information with the towns of Wilton, Milford and Mont Vernon. The Lyndeborough Police Department can see their reports including the background on individuals they pulled-over, as soon as the plate is called, allowing officers to know if this person is someone of suspicion and if it could be a dangerous situation.

The town already pays \$5,000 to MACC Base for the ambulance dispatch. Police, Fire and DPW can be added and be on the budget as one line item for all three departments. The police and fire budget will decrease while the town portion will increase if budgeted this way.

Software prices will increase. The town currently pays \$265/year for perform software license fees and maintenance. Other expense would be approximately \$850 for Beltronics to reprogram the portable emergency radios to put MACC Base as the primary frequency.

Chief Deware explained the emergency buttons on the radio “right now don’t go anywhere” but will be able to be programmed to MACC Base. “If I’m in a bad situation, I can hit the button and they will know which radio is in trouble.” The laptops can be programmed for emergency alerts also.

The department has Cop Sync which will be tested in the schools. The Wilton Police use it which dispatches rapidly. “It’s a win/win situation for the police department,” said Chief Deware.

Another benefit is the ability to send text messages to neighboring police departments so they are informed where Lyndeborough’s cruisers are plus the ability to be able be aware of situations in their towns and prepare for potential mutual aid calls such as heading to the town line if a mutual aid call is suspected.

At the end of year both agencies can report the information which can be stored at MACC Base and the town office.

With more paperwork required to be done on-line, high speed internet is a concern. The courts have changed to E-Ticketing and it’s expected the department can print tickets and won’t need the old printer.

Chairman Douglas mentioned a big advantage is if there is a situation that is volatile; people have the ability to listen to law enforcement dispatches.

In terms of moving to MACC Base for the fire department Chief Rick McQuade said they are willing to look at it. The fire department left MACC Base in 2006 and moved to KMA. Chief McQuade sited some of the reasons were; cost, issues on the over-night shifts, inexperienced dispatchers plus they are more trained for police than fire dispatch. KMA is a fire dispatch agency and Chief McQuade said they are pro-active and usually a step ahead of the situation for example, would have a helicopter ready before it is called for. LFD is content with KMA.

Road Agent Kent Perry said, “It would be great for us because we have nothing. We have only ourselves.” The highway department can be put on the DPW channel or their own channel. A repeater on the Locus Lane tower was discussed. The town has a FCC license for the DPW repeater which is high band.

Chairman Douglas asked the fire, police and highway department heads to each come up with a list of pros and cons and why we should or shouldn’t move to MACC Base and articulate the benefits and non-benefits of the switch. Mr. Boland will review the numbers for the cost of MACC Base and of any additional items needed and their cost. The reports should be sent to Mr. Boland by Sept. 14 and will be reviewed at the Sept. 16 Selectmen’s meeting.

It was suggested that MACC Base visit the town.

Selectman Schultz plans to attend the September 9, 2015 MACC Base meeting as a representative of the town.

Milford, Wilton and Mont Vernon are MACC Base members.

It was noted there could be a \$1,000-\$2,000 savings by eliminating Central Alarm as the middle man.

Community Forum

The historical marker for The Lyndeborough Glass Factory has arrived and will be installed soon.

Old Business

Putnam Pond Boat Ramp Improvement Discussion

Selectman Mayhew proposed to improve Putnam Pond Boat Ramp and the area. His plans are to level off the parking area, clean it up, take down some trees, improve the boat ramp and possibly a float and picnic tables to make the area family friendly.

The town will send a letter to DES and provide their concept and inquire about permits before moving forward.

Chief Deware informed the Board there were five drug arrests at Putnam Pond in the last two months.

Chairman Douglas and Selectman Schultz did not have a problem with the project but expressed concern about the cost. Selectman Mayhew suggested not to exceed \$8,000 while Selectman Schultz felt that was too high.

Town Administrator Russ Boland informed the Board the Conservation Commission was aware of tonight's meeting but had another commitment and in their absence wanted to pass along their concerns that they don't want many trees cut down as there is an important bird habitat there.

Chief Deware suggested contacting Scout Troop 10 in Wilton to see if they want to help.

A future site visit will be planned with an invitation to the Budget Committee to participate.

Street Lighting Discussion

The Department heads have been consulted about street lights in town. There are 19 street lights including two on Brandy Brook, and two on Glass Factor Road and the intersection of Putnam Hill Road.

Chief McQuade expressed concerns about the two lights outside the fire station and would like them to be brighter. Town Administrator Boland will research brighter lights.

The street light outside Citizens' Hall has been removed but the town is now paying for the outlet at Memorial Park in the Village therefore the expected cost will remain the same.

It was speculated that the lights on Brandy Brook are there because that use to be Rt. 31 and from the Plaque Bridge while Glass Factor Road lights are probably there because of the height of the trusses.

It was discussed that this could be a topic for Town Meeting.

Center Hall Curtain

The town was not awarded the Curtain Without Borders grant for \$3,640. The town was informed it usually takes a few attempts to win the grant. Expenses were approved at the Town Meeting 2015 in the operating budget.

Jessie Salisbury informed the Board the project would need to get on the conservatory's schedule and there is a list of things the town needs to do such as house and feed their workers.

VOTE: Selectman Mayhew made a motion for the town to fund the Center Hall curtain restoration of \$3,640. Selectman Schultz seconded the motion. Motion passed 3-0.

New Business

Grader Discussion

Last week there was a failure with the grader. Nor Track did a thermal check of the engine for all accessories minus the block. Three cylinders are working correctly while two are cold. There was pressure in the bubble check. The discussion for tonight is if the Board wants to approve the estimated \$970 to remove the cylinder head and see if the engine block is cracked. The average life expectancy of the engine is 10,000 hours which it currently has 4,600 hours. The grader is in good shape structurally and slated for replacement in 2028.

Options include rebuilding the existing engine and replace the block and accessories for about \$29,000. It would cost \$25,273 for a new engine.

Chairman Douglas is concerned about the major component failure and wanted the tech to inform the Board about the upper end and lower engine. He also has concerns about the sleeve and if they need to be replaced.

VOTE: Selectman Mayhew moved to approve \$970 for diagnoses on the grader. Selectman Schultz seconded the motion. Motion passed 3-0.

Highway Garage Modifications Discussion

The New Hampshire Department of Labor informed the town the break room at the highway garage is not allowed to be used anymore and has concerns about it doubling as a storage area.

Kent Perry has a small 8x8 foot office which doubles for other applications. The discussion tonight was about adding a breakroom and office area to the highway department by closing in the sign stall and creating an opening in the existing building.

Russ Boland will do a cost analysis and have data by the Sept. 23, 2015 meeting and put it on the agenda.

Highway employees typically have to take a break in their vehicles. Last year the fire department accommodated them for a space for breaks.

NRPC Representatives Appointments:

The Selectmen were notified the Planning Board recommended Steve Brown and Bret Mader be appointed as the NRPC representatives

VOTE: Selectman Mayhew made a motion to endorse Planning Board members Steve Brown and Bret Mader as NRPC Representatives, providing they accept, and notification sent back to the Selectman. Selectman Schultz seconded the motion. Motion passed 3-0.

2015 Budget and Revenue Update

Town Administrator Russ Boland provided a budget update. At 67% of the year, 55% of budget is expended which does not including all the paving and some encumbered items.

The police department is on track to have a \$50,000 surplus and overall the highway department is about 55%.

State Portion of School Funding

Russ Boland reported it appears that Lyndeborough could lose \$20,000 and this is the first year the funding has impacted the town. The Selectmen signed a letter of support for the City of Dover in their lawsuit to resolve this issue.

The School Board will look will the topic at their Sept. 8, 2015 meeting.

TA Report

-September 16, 2015 is the Employee Cookout from 4:00pm-6:00pm at Center Hall. The Selectmen's meeting will take place starting at 6:00pm at Center Hall.

-Budget notifications were sent to department heads on September 2, 2015. Louise Dwyer made a worksheet which can be picked up next Tuesday. It is requested to return the forms by the week of October 4, 2015 so they can be ready for review on October 21, 2015.

-The flag pole illumination is moving forward.

-The culvert program is moving forward.

-Brandy Brook Road guard rails. New information revealed there is no cost savings to build a stone wall vs installing a guard rail at the end of Brandy Brook Road. Chairman Douglas requested to keep the residents of Brandy Brook Road informed.

-The NRPC electric rate has been locked in and the contract was signed.

-Fire training in the Citizens' Hall parking lot is slated for September 19, 2015.

-New Hampshire Department of Labor inspection revealed the fire house hose tower might have to be discontinued, the pressure vessel needs to be inspected, the highway garage break room was discussed and the safety manual needs to be updated.

-The sand piles at the Highway Department need to be re-evaluated.

Accountability for the highway department will be resolved if they go with the MACC Base.

-MS434 was filed with Department of Revenue before the deadline.

Mr. Boland will return from vacation on Sept. 11, 2015 to attend a Hard Road to Travel class in Concord.

Non-Public Session: RSA 91-A:3II (A&E)

-Personnel

-Legal

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 7:00pm.

The next regularly scheduled meeting will be Wednesday, Sept. 16, 2015 at Center Hall at 6:00pm.

Date:

Kathleen Humphreys, Transcriber

Fred Douglas
Chairman

Selectman Lee Mayhew

Selectman Mark Schultz

APPROVED BY THE BOARD OF SELECETMEN ON SEPTEMBER 16, 2015