

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
March 16, 2016
Final

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

Staff Present: Town Administrator Russ Boland

Public Present: Heritage Commission members Stephanie Roper and Clayton Brown

Media Present: Jessie Salisbury (Also Heritage Commission member)

Recorder: Kathleen Humphreys

Chairman Douglas called the meeting to order at 6:00pm.

Consent Agenda:

Review and signing of consent agenda items

- a. AP Warrant 3/16/2016
- b. Payroll 3/16/2016
- c. Purchase Order 20525-Beltronics
- d. Non-Public Meeting Minutes 03/02/2016

VOTE: Selectman Mayhew made a motion, Selectman Schultz seconded, to accept the consent agenda items. Motion passed 3-0-0.

Appointment:

6:02 pm: Candia Campbell, 100 Old Temple Road

VOTE: Selectman Mayhew made a motion, Selectman Schultz second, to go into a Non-Public Session: RSA 91-A:3II(c) at 6:02 pm. Motion passed 3-0.

VOTE: Selectman Schultz made a motion, Selectman Mayhew second, to come out of a Non-Public Session: RSA 91-A:3II(c) at 6:31 pm. Motion passed 3-0.

Community Forum:

Members of the Heritage Commission addressed the need for a bulletin board to help inform the public of events and provide information. Locations and options were discussed.

Establishing consistent locations in town to post public notices was addressed. Two locations are required by law. Typically the Town of Lyndeborough posts notices on the website and at Citizens' Hall, but the discussion included posting them in additional locations such as the Village Store, J.A. Tarbell Library and Center Hall.

The Heritage Commission is in need of a location to store historic items. Presently, items are stored in the library basement but the location is damp and not ideal for historic items and especially any paper items. Historic town items are also stored in private homes.

The commission would consider the second floor of Center Hall now that the location is alarmed and more secure. There is room in the kitchen area, which is dry. It was also noted there are town business papers stored upstairs which need to be reviewed and destroyed if necessary. The Commission has about 4-5 filing cabinets, boxes and shelves full of historical items. Occasional displays could be brought downstairs.

Town Administrator Russ Boland informed them the upstairs at Center Hall can be used for storage but they can't allow public access. He informed the commission the attic of Citizens' Hall is available for storage only. Ms. Roper mentioned when the hall was restored, she recalls being told access and storage was not allowed there. That information will be researched.

Chairman Douglas suggested coffee tables that are counter height with glass tops that lift up to store historic items. They can be placed upstairs at Citizens' Hall between the windows. Mr. Brown will consult with carpenter Chris Schoen regarding the coffee tables.

It was noted that most towns around Lyndeborough's size have a Historic Society building. It was also noted the dishes used for town dinners are missing.

Old Business:

Wilton-Lyndeborough Selectmen Meeting discussion

Wilton voted in a new selectman and approved the town administrator position.

The Board will develop an agenda and topic items for a joint meeting. Selectman Mayhew will put together a list for review. Joint items that share expenses such as the ambulance, transfer station, Goss Park plus accountability to those organizations would be added to the list.

Chairman Douglas mentioned new concerns with the school and if the tax rate is in error again. Wilton's school taxes increased 50 cents but it appears it should have gone up \$1.50. The matter is being reviewed.

New Town Business:

2016 Selectmen Assignments:

VOTE: Chairman Douglas moved that Selectman Mayhew take the seat of chairman for the Board of Selectman. Selectman Schultz seconded. Motion passed 3-0.

Selectman Mayhew will remain the Selectman's representative to the Budget Committee.

Selectman Mark Schultz will continue as Selectman's representative to the Planning Board and the WLT Communication group.

Chairman Fred Douglas will remain involved with the ambulance.

It was discussed to have Attorney Bill Drescher provide time for educational purpose

2016 Appointed Positions:

The BOS Chairman will remain the Emergency Operations Center's first contact.

VOTE: Chairman Douglas moved, Selectman Mayhew seconded, to appoint Kent Perry as Road Agent for a three-year term. Motion passed 3-0.

VOTE: Selectman Schultz moved, Selectman Mayhew seconded, to appoint Lt. Richard Veilleux as Fire Deputy Warden. Motion passed 3-0.

A letter will be send to Planning Board members whose terms expire in 2016 asking them to make an appointment with the Selectmen to discussion the position and reappointment. Karen Grybko is interested in being on the Planning Board if there is a vacancy.

Safety Complex and Other Options Committee needs to be added to the committee list.

2016 Town Meeting Discussion:

Preliminary research on the freightliner has begun. Moving forward, highway trucks will have a logo on the door with the town seal and the words, "Town of Lyndeborough". The color red is an additional cost and the Board would be agreeable to white trucks.

Mountain Road Reconstruction Discussion:

Northpoint Engineering is developing a contract for the Clerk of the Works position by next week. The Board will expect background checks to be done on the companies. T/A Boland will be calling the municipalities the companies have worked in for references.

The deadline for the Bond Bank is April 8, 2016 but the goal is to complete the application by March 30, 2016. The town will receive the money after July 14, 2016.

Kevin Leonard will contact Road Agent Perry to coordinate utilities. Road Agent Perry has received permission to dump soil on John Dishong's property at 496 Mountain Road. It was suggested the property owner signs a waiver and to consult the town attorney.

It came up at Town Meeting the town is losing money on building and electrical permits. The rates will be an action item in the near future.

Chairman Douglas asked T/A Boland to go to bottom of the hill on Mountain Road, where the water runs in field, and take photographs to identify a preexisting problem before the road construction begins.

A letter will be sent to Mountain Road residents informing them the project passed and asking them to check the town website and the bulletin board at Center Hall for updates.

The intersection of Crooked S Road and Cummings Roads will need improvements prior to the Mountain Road Reconstruction Project commencing.

Town Administrator's Report

-The highway department radios have been installed and will be tested within the next week.

-Today, Greg Porter started his full-time position with the Highway Department.

-Selectmen's meeting schedule was reviewed. It was suggested to list town events: Community Day, Veteran's Day, and Memorial Day on the schedule. A site walk at Putnam Pond on April 17, 2016 at 10:00 a.m. will be added to the schedule.

-Flags replacements. Flags in the center need replacement.

-The driveway permit application has been updated. It was suggested to add a checklist on the backside; add the RSA for scenic roads; attach the deed and a sketch; stake out the driveway to provide a better visual; and add a photograph to the file.

The process for driveway permits on a scenic road was brought up and it was noted the permits are copied to the Planning Board. Sight distance should be taken into consideration. Fred Douglas and Kent Perry will review the Curtis Brook Driveway plan.

It was discussed that the rock wall needs to be put back before a permit can be issued on Joslin Road. Last December, the road agent informed the property owner to apply for a driveway permit, which they did not do.

Other Business:

The Board briefly discussed the history of Winn Mountain and access from Pinnacle Road.

Non-Public Session: RSA 91-A:3II(c) at 8:45pm.

VOTE: Selectman Mayhew made a motion, Selectman Schultz second, to go into a Non-Public Session: RSA 91-A:3II(c) at 8:45pm. Motion passed 3-0.

VOTE: Selectman Mayhew made a motion, Selectman Schultz second, to reenter the public session at 8:45pm. Motion passed 3-0.

VOTE: Selectman Mayhew made a motion, Selectman Schultz second, to adjourn at 8:45pm. Motion passed 3-0.

Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 9:45pm.

Date:

Kathleen Humphreys, Transcriber

Chairman Fred Douglas

Selectman Lee Mayhew

Selectman Mark Schultz

Approved by the Board of Selectmen on March 30th, 2016