

LYNDEBOROUGH BOARD OF SELECTMEN
MEETING MINUTES
February 21, 2024
Final

I. Call to Order:

Chairman Mark Chamberlain called the meeting to order at 6:00 p.m.

II. Introduction of Members Present:

Chairman Mark Chamberlain and Selectman Robert Howe
Selectman Fred Douglas
Town Administrator Russ Boland

Public & Media Present: Road Agent Rick McQuade, Building Inspector/Code Enforcement Officer Leo Trudeau, Jessie Salisbury, Cameron Cashman and Assessor Marazoff

III. Appointments:

6:05 p.m.: Anna Meigs (Map-Lot 230-004-000) & Contracted Assessor David Marazoff re: Land Use Change Tax Abatement Application Discussion.

Chairman Chamberlain recognized Anna Meigs and Contracted Assessor David Marazoff to join the Board to discuss the LUCT Abatement Application for Map-Lot 230-004-000. (see attached abatement application and the assessor's recommendation)

The Board, Anna Meigs and Assessor Marazoff reviewed the abatement application and the recommendation made by Assessor Marazoff.

Anna Meigs stated the access leading to her driveway is a private road and is called a driveway in a "make believe" fashion that allowed her to receive a building permit. Selectman Douglas asked Anna Meigs if she believed the Selectmen issued the building permit using the driveway term as a "make believe" term. Selectman Douglas, Chairman Chamberlain and Selectman Howe assured Anna Meigs the term driveway is not "make believe" as the private road has not been recognized because the developer is not following the procedures to deem the driveway a private road. The reason Map-230-004-000 was issued a building permit was because it has frontage on a class 5 roadway. Anna Meigs recanted the term "make believe."

Vote: Motion by Selectman Douglas seconded by Selectman Howe to table the decision on the abatement request filed by Anna Meigs for Map-Lot 230-004-000. Passed 3-0.

6:45 pm.: Fire Chief Smith and Building Inspector Trudeau re: Replacement of the outside second floor stairs at the fire station (Map-Lot 229-091-000)

Chairman Chamberlain recognized Chief Smith and Inspector Trudeau to join the Board.

Chief Smith advised the Board he has a quote from Duplease Construction to replace the outside wooden stairs at the fire station in the amount of \$3,700. The stairs are in a state of failure due to the current wooden structure beginning to rot. Both Chief Smith and

Inspector Trudeau advised they have solicited many contractors to bid on the project but only Duplease Construction was interested. Both Chief Smith and Inspector Trudeau recommended the Board accept the quote from Duplease Construction. The Board advised both Chief Smith and Inspector Trudeau to supply T/A Boland with the list of contractors contracted and to have Duplease Construction supply the required insurance documents.

Vote: Motion by Selectman Douglas seconded by Selectman Howe to authorize T/A Boland to sign the quote with Duplease Construction for the replacement of the outside second floor stairs at the fire station in the amount of \$3,700. Passed 3-0

7:00 pm.: Mike Danis re: Build Permit Renewal Fee Discussion (Map-Lot 228-015-000)

Chairman Chamberlain recognized Mike Danis to join the Board.

Mr. Danis and the Board reviewed the language contained in the Lyndeborough Building Code regarding renewing permits after one year compared to the International Building Code that states permits expire after six months of inactivity.

Vote: Motion by Selectman Howe to reduce the renewal permit fee for Mr. Danis' commercial project on Map-Lot 228-015-000 by half or \$348. Motion failed for lack of a second.

Vote: Motion by Chairman Chamberlain seconded by Selectman Howe to waive the permit renewal fee for the commercial building on Map-Lot 228-015-000. Passed 2-0-1. Selectman Douglas abstained due to a professional relationship with Mr. Danis.

The Board instructed Inspector Trudeau to review the current Building Code for any inconsistencies and report back to the Planning Board.

IV. Community Forum and Public Comment:

Jessie Salisbury advised the Board the 250 Celebration of the signing of the Declaration of Independence is in two years. There are many past residents of Lyndeborough that participated in the Revolution and the Board should consider participating in the anniversary remembrance.

Road Agent Richard McQuade asked the Board for permission to post weight limit restrictions on the roads because of the impending mud season. RA McQuade is unsure when the posting will need to take place but would like the authority to post given no one is sure when the weather will change.

Vote: Motion by Selectman Douglas seconded by Selectman Howe to authorize RA McQuade to post weight limit restrictions on the roadways at his discretion. Passed 3-0.

V. Decision Making Actions:

a. Old/Tabled Business:

Center Hall Discussion:

Chairman Chamberlain reviewed the current structural status of Center Hall. Chairman Chamberlain asked Inspector Trudeau about the fasteners for the first-floor ceiling and their relationship to the second-floor structural concerns. Inspector Trudeau advised the Board due to the second floor sag the fasteners holding the first-floor ceiling may have been compromised. The Board directed Inspector Trudeau to develop a plan to examine the first-floor ceiling fasteners, consult with the Heritage Commission and report back to the Board.

2024 Warrant Articles Final Review:

The Board reviewed the 2024 Warrant and Town Meeting Script. The Town Meeting Script will be reviewed in more detail at the next meeting.

Vote: Motion by Selectman Howe seconded by Selectman Douglas to approve the 2024 Warrant. Passed 3-0

T/A Boland will post the Warrant at Citizens Hall, Post Office, Library, Center Hall and on the Website on Thursday February 22, 2023, and will file the documents with the Department of Revenue.

b. New Business:

N/A

c. Items not on Agenda:

Chairman Chamberlain advised RA McQuade he gave his name to Pike Industries, the new owner of the Quinn materials.

VI. Town Administrator Report:

T/A Boland advised the Board Town Clerk / Tax Collector and Police Chief Deware are reviewing the procedure for dealing with Civil Action against owners of dogs that are not registered in a timely manner, which may include sending certified mail to the owner at the owner's expense. Selectmen Douglas wants to make sure the Town Clerk's office has the capacity to take on this additional mailing. The Board had questions regarding the timeline in which the Town Clerk sends information to the Police Department for action. T/A Boland will report back at a future meeting regarding the progress being made to address this issue.

VII. Selectmen's Report**a. MACC Base Action & Agenda**

No report

b. Transportation Committee

No Report

c. Planning Board

At the last meeting a name change from Quinn Industries to Pike Industries was addressed.

d. Heritage Commission

The commission will meet this Friday.

e. Conservation Commission

The commission will meet to discuss the rules of the commission and they are looking forward to meeting with the Master Plan Committee.

f. Ambulance Advisory Committee

There is no meeting scheduled, but we are receiving excellent reports from the director.

VIII. Consent Agenda:

VOTE: Selectman Howe made a motion, Selectman Douglas seconded to accept the Consent Agenda for February 21, 2024, except items 5 & 8, which are tabled until a future meeting. Motion passed 3-0.

IX. Information Items Requiring No Discussion:

Selectman Douglas has concerns with a logging operation on New Road near Center Road regarding the proximity to wetlands. T/A Boland will contact the State to investigate the operation.

X. Non-Public Session RSA 91-A:3 II (a, c & i)

VOTE: Selectman Douglas made a motion, Selectman Howe seconded to enter a non-public session under RSA 91-A:31 II (a, c, & i) at 8:09 p.m. Motion passed 3-0.

VOTE: Selectman Howe made a motion, Selectman Douglas seconded re-enter the public session at 9:05 p.m. Motion passed 3-0.

Vote: Motion by Selectman Douglas seconded by Selectman Howe to take the Meigs abatement Map-Lot 230-004-000 off the table. Passed 3-0

Vote: Motion by Selectman Douglas seconded by Selectman Howe to accept the recommendation of Contracted Assessor Marazoff regarding the abatement application for Anna Meigs Map-Lot 230-004-000 as written. The Land Use Change Tax is now \$9,500 plus accrued interest. Passed 3-0

VOTE: Selectman Howe made a motion, Selectman Douglas seconded to adjourn at 9:12 p.m. Motion passed 3-0.

XI. Adjournment:

All scheduled items having been addressed, the public meeting was adjourned at 9:12 p.m.

Next regular meeting: March 6, 2024 at Citizens' Hall at 6:00 p.m.

Russ Boland, Transcriber

Chairman Mark Chamberlain _____

Selectman Fred Douglas _____

Selectman Robert Howe _____

Consent Agenda – February 21, 2024		
Item #	Item Title	Approved
1	AP Warrant – February 22, 2024	✓
2	Payroll Warrant – February 5, 2024, through February 18, 2024	✓
3	ACH: VALIC & ADP Processing Fee Payroll Warrant – February 5, 2024, through February 18, 2024	✓
4	ACH: NH Dept of Motor Vehicles – February 7, 2024, through February 20, 2024	✓
5	Board of Selectmen’s Public Meeting Minutes – November 7, 2023	Tabled
6	Board of Selectmen’s Public Meeting Minutes – November 29, 2023	✓
7	Board of Selectmen’s Public Meeting Minutes – January 29, 2024	✓
8	Board of Selectmen’s Public Meeting Minutes – February 7, 2024	Tabled
9	Board of Selectmen’s Non-Public Meeting Minutes RSA 91-A:3 II (c. i, & l) – February 7, 2024	✓