

DRAFT
ANDOVER SELECT BOARD
MEETING MINUTES
NOVEMBER 15, 2021

Members Present: Todd Goings, Chair; Michelle Dudek, John Kinney

Also present for duration of appropriate item: Marj Roy, Town Administrator; Jon Champagne, Road Agent; Joseph Mahoney, Police Chief; Donna Duclos, Planning Board; Charity Robinson, Interim Town Clerk; and Lisa Meier, Secretary

Chair Goings opened the meeting at 6:00 p.m.

A motion was made to enter into a non-public session. The vote was unanimous. A motion was made to come out of non-public session at 6:30 p.m. The vote was unanimous.

Review of 11/01/2021 Minutes

Motion to approve – Dudek

Second – Goings

Unanimous – Vote to approve

Correspondence

1. Dudek read an email that was received from the Conservation Commission regarding improved communication, beaver deceiver maintenance, White Oak pit, and Lakes Region Planning Commission representation.
 - A. Roy stated that improved communication is fine; however, the Commission does not need the information pertaining to permits that the town gets as far as the health officer. Kinney asked if this is public information and the response was yes; however, it is not meant to be utilized as an enforcement document. Dudek stated that the Commission should come into town hall and request copies of what they would like.

- B. Roy stated as far as the beaver deceiver – it was asked if a volunteer would be covered under medical payments of the town. Roy checked with Risk Management and there are no workers comp benefits for a volunteer. Kinney asked what the number of hours per month/year is to maintain the beaver deceivers. Dudek stated that this is not a cut and dry item as the volunteer is not trained to do this. Roy replied that legal counsel should draft a contract typical of a job description. Kinney asked if the insurance questions would go away if this was completed by town employees and the response was it depends on whether the hours are feasible for town workers. Goings replied that this information should be communicated back to the Conservation Commission and also asked if the funds for the maintenance would come out of the highway budget or the Commission budget. Kinney replied that would be dependent on the solution. Champagne stated that there is not enough money in the highway department budget to handle this.
- C. White Oak Pit – regarding the sand pile and silt fence. Champagne stated that there is erosion from the latest major rain.
- D. White Oak Pit Heaton's Road – Champagne stated that this is done. It was asked if a plan had been submitted to the town and the response was none was requested. Goings asked if the Fire Department had been down there and the response was yes, along with Steve Barton and Doug Miner (NH Forest & Lands). Kinney stated that a written plan was not needed as there was nothing different from the original proposal.
- E. Lakes Region Planning Commission – Roy will put the vacancies onto the town website.

Champagne asked what governs the Conservation Commission to investigate / trespass without notifying the Select Board or the Town Administrator prior to doing what they believe is their due diligence. Kinney replied that if the Conservation Commission receives a complaint, there should be a protocol for them to follow. Roy read "The Powers and Duties of the Conservation Commission" to the board and present public. Kinney asked Roy to bring "The Powers and Duties of the Conservation Commission" to the next meeting with the Conservation Commission.

The sander is ready to go; the F550 has developed a small leak in the transmission cooler area; R& D Paving will be here November 17, 2021 and will start the reclamation then pave on Friday, November 19 or Monday, November 22, 2021; Caterpillar came to check out the road grader as the front end is not engaging; the department is ready for winter; prices for outside vendors were put together for gravel, etc. and provided to Roy who emailed it to the Select Board. Goings asked how much crushed gravel is left at the Transfer Station. I did not get the answer to this ... Roy asked if the Select Board is all set with the list of roads that need to be paved. Goings read the list for clarification of approved road to be paved and what area(s) of each road. It was asked what the best price for gravel is and the board voted unanimously in favor of getting gravel from J&B Landscaping to a limit of \$10,000. Goings asked of the possibility of ripping out the pavement on Fox Farm Road and Champagne replied he will get a price to present to the board. Champagne discussed an issue with his street address versus what 911 has. Roy will contact 911 to get this straightened out.

Town Administrator Report

Roy advised the tax rate is very close to being set and that any other information she had, has been covered through previous conversations at this meeting.

Signatures

1. The board signed a form requesting a lot survey for the Stetsons.

At 7:35 p.m. the board voted unanimously to enter into a non-public session per RSA 91-A:3(a).

Respectfully Submitted,

Lisa Meier
Secretary