

**Town of New Boston  
Selectmen's Meeting  
November 19, 2001**

**PRESENT:**            Gordon Carlstrom            Chairman  
                         David Woodbury            Selectman  
                         Burton Reynolds            Town Administrator

**A. CALL TO ORDER** – The meeting was called to order by Chairman Gordon Carlstrom at 7:00 PM.

**B. PUBLIC COMMENT** – Pierre Bruno of 603 Lyndeboro Road was present to speak to the Selectmen. Pierre is the State Representative for Hillsboro District Four. Pierre received a package from Mr. Spenard of New Boston containing a set of plaques that he had printed. The plaques bear a picture of the American flag with the words, "In God We Trust", over the print. This became our country's national motto in 1956, and Mr. Bruno presented one of the plaques to the Selectmen to be hung in an appropriate place within Town Hall. Dave Woodbury moved to accept the Mr. Spenard's plaque and thanked both Mr. Spenard and Mr. Bruno. Gordon Carlstrom seconded the motion. Both were in favor.

**C. APPOINTMENTS:**

1) 7:00PM	Patti Oakes	Recreation	New Hire
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Patti Oakes was present to introduce to the Selectmen the newly hired assistant to the Recreation Department. Mary Barone, from New Boston, started working on Tuesday of last week. Mary is looking forward to a long and happy working relationship. The Selectmen welcomed Mary as an employee of the Town.

**D. APPROVAL OF MINUTES:** The Selectmen corrected the minutes of October 29<sup>th</sup> and they were accepted with a motion from Dave Woodbury, seconded by Gordon Carlstrom. The minutes of November 5<sup>th</sup> will be reviewed at the meeting of November 26, 2001.

**E. OLD BUSINESS:**

1) **Planning Issues** – Discussed at the Planning Board meeting of November 6<sup>th</sup> were driveway and home business regulations. Ernie Thibeault was present to discuss a problem with an invoice generated by the engineers for Byam Road. Ernie is willing to pay \$2500 on a \$7500 bill. On the meeting of November 13<sup>th</sup>, the Silvermail property was discussed, consisting of three back lots with long, winding driveways. Also, SEF Enterprises have taken no further actions to resolve deficiencies in their plans. Franklin Parton of Chestnut Hill wants to sell Christmas Trees, so outdoor lighting was the topic. A non-residential site plan for the Apple Barn was approved and an application was granted to Crown Atlantic Company, James and Ruth Dodge, owners.

**C. APPOINTMENTS (cont'd):**

**2) 7:10PM Nicole Strong Planning New Hire**

Nic Strong was present to introduce the Planning Department's new secretary, Mary Ellen Wieczorek. "Mel" previously worked as a property manager for condominium real estate, providing her with good people skills. She will be working full time in the Planning Department and today was her first day on the job. The Selectmen thanked her for coming in and welcomed her to Town Hall.

Dave Woodbury moved that Mary Francis Barone be accepted as the Recreation Assistant, effective as of October 18, 2001, and Mary Ellen Wieczorek be accepted as the full time Planning Secretary, effective as of yesterday. Gordon Carlstrom seconded the motion. Both were in favor.

Nic Strong reported that she had spoken with Bill Drescher regarding compiling a checklist for roads used as lot lines. His verbal response was that it would be difficult to produce a list of criteria for use as lot lines and that each case ought to be reviewed individually.

**3) 7:30PM Conservation Commission**

Brenda Linde and Eric Thum were present to give the Selectmen an update on the parking proposal for the Mill Street Conservation property and to seek approval from the Selectmen for the proposed management plan. They restated that the plan would involve two parking spaces beyond the easement to the property, and that a few trees would need to be taken down to clear the area. The Conservation Commission will wait to see if the Morrisseys file an injunction against their plan. Dave Woodbury moved to approve the management plan as amended on October 4<sup>th</sup> by the Conservation Commission. Gordon Carlstrom seconded the motion. Both were in favor.

**E. OLD BUSINESS:**

**2) Short Term Disability** – Selectmen reviewed and compared disability insurance plans with Burton. Primex was the agreed upon policy provider by the Selectmen. Burton will check the usage of sick days in the past and the sick-day policy will be revisited in the near future.

**C. APPOINTMENTS (cont'd):**

**4) 8:00pm Graham Pendlebury Open Space Committee**

Burton produced documentation that allows Selectmen to appoint a steering committee to be formed until the Town can vote on the warrant article. The committee will need to propose a budget amount by late December for the Finance Committee and a mission statement should be drafted by late January to be voted on in March 2002 by the Town. The budget amount would be in the warrant article. The Selectmen appointed the following six members to the committee; Eric Thum, Graham Pendlebury, Sue Martin, Wendy Taggart, Ken Lombard, and Mary Koon. Dave Woodbury moved to appoint these people as the steering committee for the Open Space Committee. Gordon Carlstrom seconded the motion. Both were in favor. Meetings are to be held in a public place and public notice is to be given twenty-four hours in advance.

#### F. NEW BUSINESS:

**3) Telephone Quotes** – Fire Chief Dan MacDonald was present to bring the Selectmen up to date on his research into updating the telephone system for the Town. Currently, there are seven telephone lines coming into the Town Hall, but could be better utilized with the proper equipment. Dan has interviewed four vendors and put together a selection matrix based upon the types of equipment and components, cost, maintenance, and the warranty. Dan also recommended purchasing rather than leasing in order to take advantage of grant money for the Emergency Management System. Dan will pursue the grant money and there will be a warrant article in March 2002 for the telephone system upgrades.

Chief MacDonald informed the Selectmen that the Fire Department would be proposing a warrant article for March 2002 for the purchase of three AED, (Automatic Emergency Defibrillator), machines. These are foolproof devices that anyone can operate and they require no maintenance. His thought is to have one device with the Police Department, and the other two at Town locations for emergencies.

#### E. OLD BUSINESS(cont'd):

**2) Solid Waste Trucking Contract** – The Selectmen reviewed and signed the contract with Denning Truck Company.

**3) Selectman Vacancy** – The Town has received two applications for the Selectman vacancy; Brent Armstrong of 135 McCollum Road and Mark Gagne of 107 Bog Road. Selectman Woodbury felt that Brent would have an easier transition to the Board, but would like Mark to become involved in another area where there is a need. The Planning Board and Recreation were suggested as alternatives. Chairman Carlstrom was in favor of either applicant for the interim period until March 2002. Dave Woodbury moved to appoint Brent Armstrong as the third Selectman for the period beginning immediately until March 2002, when he would have to be elected by the voters. Gordon Carlstrom seconded the motion. Both were in favor.

**4) Parker Land P&S – Process Review** – The next step would be for Freedom Crossing to go ahead with the sub-division of the property. The Selectmen reviewed the details of the P&S agreement to make sure all documents are provided to both parties.

**5) McCollum Road Design – Comments for Planning Board** – The Selectmen reviewed the work and agreed that everything seems to be in order, however, comments are needed from Lee Murray for tomorrow night's Planning Board meeting.

#### F. NEW BUSINESS(cont'd):

**1) Installation of "Windows" version of Assessing software** – Burton reported that the installation of the software was completed last week and the reviews look very good. Town Hall bought a new laser printer for \$1500.00. The cost of

printing pages for the public needs to be increased, but the new printer will reduce interruptions of employees and increase efficiency. Dave Woodbury moved to raise the cost of copies for assessing purposes from twenty-five cents to fifty cents per copy. Gordon seconded the motion. Both were in favor.

**2) Property/Liability Insurance** – Dave Woodbury moved to accept the proposal of the Municipal Association received on October 5, 2001. Gordon Carlstrom seconded the motion. Both were in favor.

**4) Riseman Response** – Burton will write a letter of response to the Riseman letter regarding the storage units on Whipple Road. The Selectmen agreed that they have no power to counter a decision that the Planning Board has made and Burton's letter must duplicate his previous phone conversation with them.

**5) Police Department Budget** – Burton distributed copies of the Police Department's budget and reviewed the line items with the Selectmen. The budget is being driven by salaries. Hours of coverage are being funded through the use of overtime, rather than additional officers.

**G. OTHER:**

**1) Steve Plodzick** audited the <sup>outgoing Tax Collector</sup> ~~Town Clerk~~, Irene Baudreau. Repeat items need to be addressed. Paula Bellemore will be working with Burton, Steve, and Irene to clear up the various issues before the end of the year.

**2) Road Committee Meeting** – A meeting will be held at the Highway Shed on Wednesday 29<sup>th</sup> at 7:00 PM. Burton cannot attend this meeting.

**3) Finance Committee** – There will be no meeting on Thursday, November 22<sup>nd</sup>, but there will be a meeting on Thursday, November 29<sup>th</sup>.

**4) Petitions** – The Selectmen discussed with Burton and agreed that no written petitions should be <sup>held</sup> held in Town Hall. The Town <sup>Shed</sup> ~~must~~ remain non-partisan of public opinions.

**H. PUBLIC COMMENT:** None.

**I. ADJOURNMENT:** Dave Woodbury moved to adjourn the meeting at 10:07 PM. Gordon Carlstrom seconded the motion. Both were in favor.

*Prepared by Cindy Romano*