

**Town of New Boston
Selectmen's Meeting
December 17, 2001**

<u>PRESENT:</u>	Gordon Carlstrom	Chairman
	David Woodbury	Selectman
	Brent Armstrong	Selectman
	Burton Reynolds	Town Administrator

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Gordon Carlstrom at 7:00 PM.

B. PUBLIC COMMENT: None.

C. APPOINTMENTS:

1. 7:00 PM Kim Burkhamer Selectmen Office Secretary Applicant
Kim Burkhamer was selected from numerous candidates to fill Tammy Duval's position in the Selectmen's Office. She has lived on Beard Road for approximately nine years, originally from Amherst, New Hampshire. Her knowledge in the timber tax field made her the best applicant for the position. Linda Sizemore will be training her. Kim will begin working on Wednesday, January 2, 2001 as a full-time secretary in the Selectmen's Office. Dave Woodbury moved that Kim Burkhamer be hired as the Selectmen's full-time secretary. Brent Armstrong seconded the motion. All were in favor.

2. 7:15 PM Nicola Strong Planning Department
Nic Strong was present to discuss the memo of December 10th that she sent to the Selectmen. She has too much comp. time and can't possibly use it before the end of the year or carry it over. She is looking for approval from the Selectmen to convert the time into additional pay. Selectman Woodbury moved to reimburse Nic for her comp. time up to 112 hours, and allow her to carry over 40 hours into the year 2002. Selectman Armstrong seconded the motion. All were in favor.

Nic reported that the new secretary in the Planning office is doing an outstanding job and suggested a pay raise for her. Since her hiring, Mel has been able to clear up the backlog in the office enabling Nic to turn to projects that she had been using overtime to accomplish. The Selectmen suggested considering a raise at the end of Mel's six-month probationary period.

3. 7:30 PM Butch Johnson Driveway off Bog Brook Road
Butch Johnson was present to discuss with the Selectmen the numbering sequence of his driveway, which serves five different house lots. They are numbered from 219a to 219e, posing a problem for emergency and delivery vehicles. He also brought to the attention of the Selectmen that the road is missing a Town Line sign, and asked that it be replaced. After speaking with John Bunting, who assigns the 911 numbers in town, his proposal

included changing the name of the road to Lochwood Drive and individual numbers for each house lot. Mr. Johnson will provide the names of the lot owners and each of them will sign off on the name change. The Selectmen will get feedback from the Fire Department on this issue.

D. MINUTES: The minutes of December 3rd will be reviewed at the next Selectmen's meeting, scheduled for January 7, 2002.

E. OLD BUSINESS:

1. Planning Issues:

- Holden Engineering met with Ernie Thibeault and agreed to an invoice amount of \$7500.00.
- Discussion involved preparation for the December 18th meeting.
- Byam Road Site Walk – was held on December 14th. The issue was a drainage swale. In attendance were Nic Strong, Lee Murray, David Woodbury and Brent Armstrong.
- The Byam Road development needs bonding for one year. One lot has been deeded to the Town for recreation purposes. Bonding and deeds will complete the project.

F. NEW BUSINESS:

- 1. Appointed vs. Elected Planning Board** – All four positions on the Planning Board will be available in March 2002 due to persons not serving their fully appointed term. A heavy schedule seems to have been the cause for resignations. Appointments to fill the expected terms would be for a maximum one-year period. Selectman Armstrong felt that many qualified people in Town would serve if they were approached, rather than running for election. The planning board would like to see members appointed rather than elected, but would not put the warrant article forward. The Selectmen will sponsor the warrant article, with the Planning Board making a formal statement in support. This process would have to be presented at Town meeting in a warrant article. Nic suggested that alternates be trained and serve for a while, then be made full-time appointments. The Selectmen will hold an interim meeting on December 27th after the Finance Committee meeting to further discuss this matter.

E. OLD BUSINESS (cont'd):

- 2. September 11th Remembrance** – Selectman Carlstrom suggested putting money in the budget under "Patriotic Observance" and tagging along with whatever the Federal government plans in the future for remembrance. Selectman Woodbury suggested writing to the committee members regarding the proposed ideas and explaining the Town's restrictions on this matter. Burton Reynolds suggested dovetailing with the school's activities, or planting a fall flowering shrub or tree.

3. **More 2002 Budget Issues** – Burton reviewed the line items with the Selectmen, and discussed the increases and decreases.
4. **Upperman Appeal** – The Selectmen discussed the amount of the contingency fee. They agreed that Town Counsel should present a contingency fee agreement.

Selectman Woodbury moved to continue the meeting beyond 10:00 PM in order to address the items on the agenda. Selectman Armstrong seconded the motion. All were in favor.

F. NEW BUSINESS (cont'd):

2) **Appointed vs. Elected Road Agent** – Discussion revolved around the residency of an elected official versus an appointed official. An appointed person does *not* have to live in the town. The Selectmen have the authority to fire an elected agent, and the public has the ability to vote an elected agent out of office if they don't like him. After some discussion, it was decided that the timing is inappropriate and that the motives for the change would be misunderstood. The Selectmen agreed to wait to make any changes to this position at this time.

3) **Acceptance of Unanticipated Revenue Under RSA 31:95b** – The Selectmen signed the agreement to accept funds from Recreation and Friends of Recreation up to \$25,000. Steve Plodzik, the Town's auditor, will use these funds to offset Recreation's expenses paid by the Town but not in the budget.

4) **2001 Encumbrances** – Municipal budget law states that monies not used go back into the general fund. Certain monies from warrant articles may be held over as well, such as Block Grant money, as long as it has been identified with a specific project. A Technical Grant is one in which the operating budget money is held over with a signed contract. The Selectmen signed an encumbrance list for 2001 including a contract to allow money from the Police Department's operating budget to be held over.

G. OTHER: None.

H. PUBLIC COMMENT: None.

I. ADJOURNMENT: Dave Woodbury moved to adjourn the meeting at 10:37 PM. Brent Armstrong seconded the motion. All were in favor.

Prepared by Cindy Romano