

**Board of Selectmen
Meeting Agenda
Monday, April 2, 2012
Meeting Location-Town Hall**

5:55 PM Sign Consent Agenda
6:00 PM Call to Order
Vote to approve Consent Agenda

Appointments:

Warren Houghton-Cemetery Trustee term through March 2013
Jennifer Martin-Recreation Commission –reappointment through 2016
Peter Hogan-Re-appointment to the Planning Board through 2016
Kenneth Hamel-Re-appointment to the Recreation Commission
Susan Carr-Re-appointment to the Energy Committee
Philip Consolini-Zoning Board of Adjustment

6:01 PM
Public Forum

Appointments

Item 1: Susan Carr-New Boston Energy Committee- Update on Committee Projects
Item 2: Mike Sindoni-Recreation Director-Updates on spring and summer programs

Old Business

Item 3: Second Reading – Re: Policy for Adopting Policies
Item 4: Approval of minutes of March 19, 2012
Item 5: Approval of Minutes from February 6, 2012 Deliberative Session
Item 6: Continued discussion re: Town property and parks labor and equipment analysis and future requirements-Peter Flynn

New Business

Item 7: First Reading-Establishment of Farmers’ Market Policy for use of Town Common
Item 8: Selectmen’s Office Goals-2012

Public Forum (if needed)

Other Business -

Item 9: Town Administrator’s Report
Item 10: Selectmen’s Reports
Item 11: Request for Non-Public Session per RSA 91-A: 3,II (d) and (e)

**Notice Posted on March 30, 2012
Next Scheduled Meeting: April 16, 2012 at the Town Hall Conference Room**



POLICY ADOPTION

Documentation dated 3/16/2012

Except for policy actions to be taken on emergency measures, the New Boston Board of Selectmen shall adhere to the following procedure in considering and adopting policy proposals to ensure that they are well examined before final action:

1. **First reading:** The proposed policy shall be presented as a discussion item at the first meeting with an opportunity for questions or clarification and directions regarding changes to the policy. The first reading will be followed by the public announcement, publication and distribution of the proposal to interested parties.
2. **Second reading:** The proposed policy shall be presented as a discussion item at the second meeting. There will be an opportunity offered to concerned groups or individuals to react to the policy proposal. Amendments may be proposed and acted upon at this time.
3. **Third reading:** The proposed policy shall be presented for formal consideration at the third meeting and for action at the pleasure of the Board of Selectmen.
4. **Extended reading (s):** The Board of Selectmen may direct that policies be discussed at more than three meetings, or tabled until a future time (definite or indefinite).
5. **Emergencies:** Under unusual circumstances, the Board may temporarily approve a policy to meet emergency conditions; however, the above procedure is required before the policy shall be considered permanent.
6. **Publication:** Policies and amendments adopted by the Board shall be attached to and made a part of the minutes of the meeting at which they are adopted and shall also be included in the policy manual of the Board of Selectmen marked with the date of adoption and/or amendment.
7. **Effective Date:** Policies and amendments to policies shall be effective immediately upon adoption, unless a specific effective date is provided in the adopted resolution.