

APPROVED 4/15/96

TOWN OF NEW BOSTON

SELECTMEN'S MEETING MINUTES

April 8, 1996

A regular meeting of the Board of Selectmen was called to order at 7:00 p.m. by Chairman Goodin.

PRESENT: Darlene M. Goodin, Chairman
Gordon A. Carlstrom, Selectman
Michael S. Pimenta, Selectman
Todd I. Selig, Town Administrator

Selectman Carlstrom made a motion to approve the April 1, 1996, Selectmen's Meeting minutes. Selectman Pimenta seconded the motion. The motion passed unanimously.

Police Chief James McLaughlin came before the Board of Selectmen for his monthly meeting. Chief McLaughlin informed the Board that full time probationary officer Matthew Fleming had now been with the department for one year and had successfully fulfilled his probationary period with the Town. Chief McLaughlin recommended that the Board reclassify Mr. Fleming from probationary full time to regular full time status. Chairman Goodin made a motion to reclassify Matthew Fleming from probationary full time to regular full time officer. Selectman Pimenta seconded the motion. The vote was: Chairman Pimenta - yes; Selectman Carlstrom - yes; Selectman Pimenta - yes. The motion carried unanimously.

Chief McLaughlin informed the Selectmen that the last prospective part-time officer candidate the department had looked at to fill the current part-time officer vacancy had joined the United States Army and was no longer available for Town service. Chief McLaughlin therefore asked the Board if it would be permissible to advertise for a part-time vacancy and begin the recruitment process anew. The Board felt that Mr. McLaughlin should begin the recruitment process as recommended.

Chief McLaughlin advised the Selectmen that he had been in contact with the telephone company about moving the central wire box for all of the Town's telephone lines -- located on the telephone pole in front of the Fire Department -- approximately 2 to 3 feet higher to prevent line damage and communication disruptions in case of a flood in the New Boston central downtown area. The box is currently located only 3 feet above the ground -- well within the Town's flood zone -- and could cause substantial emergency communication problems if damaged in a flood. The telephone company initially responded that the box was at an adequate height. However, Chief McLaughlin has asked

TIS

Selectmen's Meeting Minutes
April 8, 1996

the telephone company to put their assertion in writing.

Chief McLaughlin indicated that he would like to get an early start on setting up the emergency generator at the Central School. The Board of Selectmen directed Mr. McLaughlin to Central School Principal Rick Matthews to iron out the installation details. The generator will tentatively be installed by the boiler room entrance at the Central School. Butch Johnston and David Poole have looked over the site and have settled upon this location as the best alternative. Mr. Willard Dodge, a New Boston Resident and former Selectman who was in attendance at the meeting, stated that he remembered that the addition to the Central School had been specifically designed to include the generator at the rear of the building. He felt that there may in fact already be conduit and hookups in place. Chief McLaughlin will look into this alternative location.

Chief McLaughlin discussed purchasing a new computer for the Police Department. A total of \$1,300.00 has been allotted for this purpose at Town Meeting. Selectman Carlstrom felt that if this money and the proceeds from pistol permits were combined, the Department would have enough money to purchase a nice computer. The Selectmen recommended that Chief McLaughlin meet with the Fire Wards who have also been looking at options for a computer purchase, and develop specifications for the system the Police Department needs. Selectman Carlstrom felt that if both systems were put out to bid together, the Town might be able to get a better deal on both. Chairman Goodin stated that at least three bids must be sought. Selectman Pimenta stated that he does not want the process to drag on for a month.

The Board discussed the current bid practice with Police Chief McLaughlin. Chief McLaughlin explained that in the past, the Selectmen's Office had handled all bidding. Last year, however, Chief McLaughlin was asked to take on this responsibility in the work which was done on the new police facility. The Board felt that in the future, the Town Administrator would be responsible for the bid process for all Town projects, while the individual department heads would be responsible to gather and prepare all of the relevant specification requirements.

Chief McLaughlin informed the Board that the Milford Co-Op Bank had donated 200 fingerprint cards to the Police Department for the Department's juvenile fingerprinting program. In addition, Loretta Caterino of 44 Joe English Road had sponsored the creation of a new kennel at the Police Department. Ms. Caterino also plans to help place animals which come into the custody of the New Boston Police Department. Finally, the new sign at the Police Station carved and donated by John Walker of 37 Lull Road

Selectmen's Meeting Minutes
April 8, 1996

had been installed by John Ryan of 2 Cemetery Road free of charge. Chief McLaughlin asked the Selectmen to write letters of appreciation to these individuals for their donations/contributions to the Town.

Selectman Carlstrom brought up the fact that Chief McLaughlin was upset with a current rule which requires him to notify the Town Administrator every time he leaves New Boston for any reason. The Board felt that this policy could be amended and will consider various alternatives at next week's meeting of the Board of Selectmen. Any policy which is adopted, however, will be in a written form and will take into account the needs of all the Town's department heads.

At 8:05 p.m., Forestry Committee members Graham Pendlebury and Lyn Lombard came before the Board of Selectmen. Discussion ensued as to whether the Forestry Committee should be expanded from a three to a five member board. The Forestry Committee felt that the Selectmen should add two regular members to the Committee for a total of five members. Selectman Carlstrom made a motion to expand the membership of the New Boston Forestry Committee from three to five regular members, each of whom will serve a three year term appointed by the Selectmen. Selectman Pimenta seconded the motion. The vote was: Chairman Goodin - yes; Selectman Carlstrom - yes; Selectman Pimenta - yes. The motion passed unanimously. The Forestry Committee was asked to speak with Robert Todd to determine if he was interested in serving on the Committee for another three year term, as well as if the Forestry Committee membership recommended that he be reappointed to the Committee. Once the Board has received word on Robert Todd's position, it will post a vacancy notice for New Boston citizens wishing to serve on the Forestry Committee. At the Board of Selectmen's next meeting with the Forestry Committee, goals and objectives will be discussed with the Committee.

At 8:15 p.m., John Winslow of River Road came before the Board of Selectmen for an unscheduled meeting. Mr. Winslow expressed his frustration that towing jobs had been drifting out of New Boston to out-of-town businesses. Mr. Winslow also felt that as much as \$240.00 to \$250.00 was being charged by these haulers. He asked the Board to look into these towing issues.

Trustees of the Trust Funds members William Morin, Warren Houghton, and Dennis Hooper came before the Board of Selectmen at 8:30 p.m. Former New Boston resident and Trustee Harold Losey of the investment firm Advest accompanied the Trustees. The Selectmen explained to the Trustees that the meeting had been called due to the fact that the Town's auditor, Plodzik and

Selectmen's Meeting Minutes
April 8, 1996

Sanderson Professional Association, had complained about the Trustee's record keeping. Among those complaints discussed with the Trustees included: incomplete/disorganized records; improperly filled out MS-9 forms; noncompletion of the required MS-10 form; monies which were not invested in interest bearing accounts; a letter of complaint from the Library Trustees to the auditor. The Board also informed the Trustees that their meetings must be publicly noticed, and that minutes must be kept authorizing disbursements, noting decisions, etc. The Trustees indicated that they would endeavor to correct these problems.

Town Administrator Selig informed the Selectmen that Town Treasurer Kathy Byam would meet with him on April 9, 1996, to discuss her duties as Treasurer.

The members of the Board discussed their individual impressions of the April 4, 1996, meeting with the Town's department heads. Selectman Carlstrom felt the meeting went well. Selectman Pimenta felt that time will tell whether it had a positive effect. However, Selectman Pimenta felt that the department heads will have to take on some responsibility for improving relations with the Selectmen. Chairman Goodin felt that people did open up and state some of their concerns at the meeting. She felt that there were many common threads running through the comments which were aired.

The Board reviewed the subdivision plans which had been submitted by Middle Branch Assoc. & Herbert G. Jr. & Verna Elliott.

Town Administrator Selig informed the Board that Lloyd Hill of 206 Second N.H. Turnpike had indicated over the telephone that he would drop his small claims court complaint against the Town in regard to an alleged improper abatement order by the New Boston Police Department. Upon further inspection, Mr. Hill had found that his complaint was without merit as the statute he had cited as the basis of his claim had been repealed in 1994.

The Board determined that it would not implement the scheduled April 1, 1996, Construction and Debris fee schedule at the New Boston Transfer Station, due to the fact that the following question had not yet been answered: Would both commercial and residential customers have to pay the C&D fees? In addition, concern was raised by the Selectmen about collecting the resulting fees at the Transfer Station on Saturdays. The Board will discuss the matter further with Transfer Station Manager Bonnie Bethune at their monthly meeting with her on April 15, 1996.

Selectmen's Meeting Minutes
April 8, 1996

The Board decided that it would inspect the following gravel pits on April 18, 1996, beginning at 6:00 p.m.: John E. Neville - Riverdale Road Pit; Harold Strong - Riverdale Road Pit; Strong Brothers H.J.G. Gravel Corp. - Riverdale Road Pit; Coastal Material Corp. - Parker Road Pit, south side.

The Board decided that it would schedule a meeting with the Building Inspector on April 15, 1996, to discuss various issues affecting the Department. If necessary, a representative from the New Boston Board of Fire Wards would be invited to attend the meeting.

Selectman Goodin updated the Board on the April 2, 1996, Planning Board Meeting.

The Board discussed the fact that a Town plow had allegedly torn up a substantial portion of grass at the Lee residence at 260 Clark Hill Road. Mr. Ed Lee had called earlier in the day to complain and had threatened a lawsuit unless the Town repaired the damage. Road Agent Lee Murray will look into the situation. Selectman Pimenta felt that the Clark Hill Road Study Committee should be asked to look into this problem as it reoccurs every year at this address. Town Administrator Selig asked Mr. Lee to send his complaint in writing to the Board of Selectmen.

Selectman Pimenta also informed the Board that Chuck Forsaith of Summit Drive had also complained to him about a Town plow ripping up a few feet of grass in front of his home during the last snow storm. Mr. Pimenta had advised Mr. Forsaith to speak with the Road Agent about the matter.

The Board discussed various structural problems with the Town Hall. Town Administrator Selig informed the Selectmen that Ray Barss of 332 Joe English Road had looked at the facility. Mr. Selig reported Mr. Barss' findings to the Board. The Board of Selectmen asked Mr. Selig to draw up bid specifications for the work which needed to be done on the Town Hall.

The Board has received one application for employment for the vacant part-time Town Hall cleaning position. Mr. Selig will look into the applicant's qualifications.

The Solid Waste Committee plans to tour the Wheelabrator facility on Wednesday, April 10, 1996, at 9:30 a.m. Selectman Pimenta plans to drive and has offered to take up to six people with him in his van.

Recreation Director Sandy Gallup and Town Administrator Selig will attend a seminar on employment practices for underage

Selectmen's Meeting Minutes
April 8, 1996

workers involved in recreation programs put on by Compensation Funds of N.H. on Friday morning, April 12, 1996.

The Board of Selectmen discussed the fact that the carrying of medication aboard the New Boston ambulance does not cause a substantial liability to the Town as long as it is dispensed by qualified personnel, and is secured to prevent unqualified persons from gaining access to the medication. Selectman Pimenta therefore made a motion that the Fire Department be allowed to carry medication on the New Boston ambulance as long as a policy is in place and protocols with respect to the medication are followed at all times. Selectman Carlstrom seconded the motion. The motion passed unanimously.

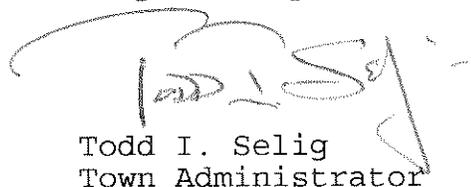
The Board reviewed and signed payroll and accounts payable checks.

Chairman Goodin signed pistol permits.

The Board signed intent to cut forms.

The Board reviewed other correspondence and miscellaneous items.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Todd I. Selig". The signature is written in a cursive style with a large, sweeping initial "T".

Todd I. Selig
Town Administrator