

**Town of New Boston  
Selectmen's Meeting  
October 15, 2001**

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

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

**PUBLIC COMMENT:**

Tim Cady of Briar Hill was present to give an update of the proposed new Library. A site walk was held on the Parker property and an adjustment was made to the survey. Library trustees and members of the building committee were in favor. The architect and surveyor are ready to move forward.

**APPOINTMENT:**

**7:00 PM Linda Sizemore Selectmen's Office – Assistant Opening**

Linda provided Selectmen with information to the Selectmen and Burton summarized with a memo, the criteria supporting the need for a full-time assistant secretary for the Selectmen's Office. Linda based the need on the regular, everyday workload, the assessing portion of the job, and the frequent requests for information and copies from the public. She pointed out that other towns employ a full-time person to do just the assessing work. Burton explained that there would be an increase of twelve thousand dollars in the town's budget for next year, but felt that there was room in the budget for the remainder of the year to hire someone full-time. Dave Delorey questioned whether two part-time people wouldn't be better, to which Linda replied that a permanent, career-orientated person would be more desirable. Dave Woodbury expressed his confidence in Linda's recommendation. Dave Delorey moved to expand the current part-time position in the Selectmen's Office to a full-time position effective as soon as possible, with the resignation of Tammy Duval, and fund it with available surplus in the 2001 budget; secondly, to insert in the budget for the year 2002 another line item that reflects the expanded position from part-time to full-time, approximately a twelve thousand increase. Dave Woodbury seconded the motion. All were in favor.

**7:15PM Paula Bellemore&Irene Baudreau Tax Collector & Town Clerk**

- **Paula Bellemore** brought to the attention of the Selectmen two abatements, for minimal amounts of three cents and \$16.96. The properties both had tax liens on them for interest amounts, and the town can waive up to \$25.00 in interest. Dave Delorey moved to grant the wavers recommended by Paula Bellemore, Tax Collector, in a memo dated October 10, 2001, and to release the liens. Dave Woodbury seconded the motion. All were in favor.

- **Irene Baudreau** was present to give a monthly status report to the Selectmen. She stated that deposits are being done on a daily basis now, and petty cash is balanced daily. Paula is assisting on Thursday evenings from 5-8PM when the line gets long in the lobby. The office renovations are now complete and she is able to work more efficiently. The public seems pleased with the new look as well. Irene is meeting with Rita from MRI to prepare for the Tax Collector audit required by Irene's resignation from that position. Irene's vacation will be the week of November 11<sup>th</sup> – 17<sup>th</sup> and Paula will be covering for her.
- **Certification** - Paula will be receiving her Municipal Agent's certification on Wednesday. She would also like to attend a joint certification program held in Concord. This is a three-year program and costs one hundred dollars.
- **Avitar** – Paula has done more research and feels it would be beneficial for the Town to switch from BMSI to Avitar's software for Tax Collection.
- **Work Schedule** – Paula has established a monthly schedule of duties to spread out the workload over the year.

**7:30PM Conservation Commission Mill Street Conservation Area  
Chauncy Lot Easement/Buffer**

Present were Brenda Linde, Burr Tupper, Jed Callen, and the Mr. & Mrs. Bill Morrissey. Brenda Linde and Burr Tupper were present representing the Conservation Commission to discuss the parking situation with the Selectmen. They would like to put in two parking spaces, one being designated for handicapped persons. The plan has been amended to exclude camping, horseback riding and bicycling. The Commission was looking for approval from the Selectmen to go ahead with their plan. Brenda Linde wondered if the Commission ought to consider purchasing property from the Morrisseys. The Selectmen feel that the Commission needs to make the final decision and the Selectmen should oversee what they decide. Dave Delorey asked if they had done a traffic study and suggested that they have as much information as possible to justify the need for the parking spaces. Presently, the two abutters are opposing the parking spaces. Dave Delorey suggested one space as an adjunct to the Town, given the fact that the handicap space will remain vacant most of the time. He pointed out that this is Conservation property, not recreational property. He went on to explain that the issues with the abutters needs to be resolved, and if a court case is inevitable, then there needs to be documentation for the need for parking space. Dave Woodbury felt that the situation has been in limbo for too long, without any prospect of resolution and accordingly moved to approve the Conservation Commission's management plan for the Mill Pond area. Gordon seconded the motion. Jed Callen was present to state the position of the abutters. He informed the Selectmen that the Morrisseys oppose parking on the Conservation property. He stated that prior parking on Mill Street was not legal, it was only allowed. Jed referenced the LCIP statute 221A that was in effect when the land was purchased, supporting perpetual and rural preservation. He argued that the Select Board is the body that has to make the decision regarding parking. He outlined the order of events that took place to purchase the property and emphasized that the Town will have to bear the expense of legal counsel. He asked that the Select Board prohibit the conversion of conservation property to parking, and to direct the Conservation Commission not to go

ahead with their plan. If the Selectmen do not act, then there will be litigation, and he is prepared to go ahead as early as this week to seek an injunction prohibiting any such conversion. After listening to Jed's presentation, Dave Delorey moved that the issue be tabled until October 22<sup>nd</sup>, in order to allow the Selectmen to review the materials once more. The motion failed a second time. After some discussion, Gordon proposed to table the matter in order to allow legal counsel to review the material prior to litigation. After some discussion, Gordon moved to table the decision until October 29<sup>th</sup>. Dave Woodbury seconded the motion, with the understanding that Leslie Nixon review the matter immediately and it be on the agenda for October 29<sup>th</sup>. The matter was voted with Dave Woodbury and Gordon Carlstrom in favor and Dave Delorey opposed.

### **Chauncy Lot Easement Buffer**

Discussion involved the 'no-cut' conservation easement and "no building" buffer for the Edward and Mathew Chauncy sub-division on Bedford Road. The buffer zone in question lies between the home site and Campbell Pond. It was decided that an agreement needs to be in place between the Conservation Commission and the applicant and then come back to the Selectmen.

**MINUTES:** The Selectmen reviewed the minutes of September 24<sup>th</sup> and made amendments. They are on the next week's agenda to be reviewed again, along with the minutes of September 17<sup>th</sup>, and October 1<sup>st</sup>.

### **OLD BUSINESS:**

- 1) **Planning Issues** – This week's meeting will be basically a work session for review of the sub-division regulations. Last week's meeting was the usual business, along with discussion regarding Christmas Tree Sales on Chestnut Hill Road. CIP preliminaries are done. The Fire Department moved the fire truck rotation from twenty-eight to twenty-five years. Funding for the Library bond was discussed.
- 2) **Class VI Road Specs** – The Selectmen reviewed and amended the agreement. Gordon will make the amendments and it will be reviewed next week.
- 3) **Selectmen's Meeting Procedures** - The Selectmen reviewed the wording and made changes to the mission statement to encourage the public to come to the meeting. Burton will add definitions to the agenda items. Dave Woodbury feels that in changing the procedures, some people will be more reluctant to approach the Board. He feels that a more simplified approach would be better. Procedures should not be complicated or restricted. Burton will make the changes, and it will be on the agenda for next week.

### **NEW BUSINESS:**

- 1) **Setting of Tax Rate** – Burton is going to the DRA on Tuesday, October 16<sup>th</sup> to set the tax rate. The tax rate is based on assessments and valuations, the total budget, and revenues. The amount of surplus, which is applied to the computation, will determine the tax rate.
- 2) **Recreation Budget** – Burton gave the Selectmen a copy of the budget. The Town currently pays wages for the Director, the Director's Assistant, half the

After-School wages and all of the Summer Program wages. The Recreation Commissioners are currently in favor of a revolving fund in which the funds will go to the Town and the Town will pay for accounts payable for the Recreation Department. Steve Plodzik of Plodzik and Sanderson, Town Auditors, will attend the September 18<sup>th</sup> Finance meeting to discuss funding of Recreation Departments.

- 3) **Street Lights** – Burton will call PSNH to have the light installed at the intersection of Joe English and Meadow Roads. The light at Molly Stark Lane isn't needed; he will ask them if they can move it to Depot Street.
- 4) **Right Way Builders – McCollom Road** – The width of the road should be determined by a legal entity and not the Selectmen. The Planning Board will approve or deny the application and will need this issue to be resolved.
- 5) **3<sup>rd</sup> Quarter Financial Review** – This was reviewed by Burton and the Selectmen. The biggest area of over-spending is in bookkeeping, due to MRI's services and the winter budget for the Highway department.
- 6) **Other** –
  - **Cable TV Meeting** – Ten to twelve people were in attendance, along with two Selectmen from Frankestown. Technical issues were raised. As a result of the meeting, standards of operation were compiled. Everyone present agreed that one of the biggest problems with the Cable company is their inability to answer the phones.
  - **Whipplewill Road** – Dave Woodbury inquired about the status of the lot-line adjustment on Whipplewill Road. It has been determined that the easement itself encroaches onto Town property, (the road). Burton is referring this matter to Leslie Nixon.
  - **Deliberative Session** – The School's Deliberative Session is scheduled for Monday, February 4<sup>th</sup>, with a snow date of Tuesday, February 5<sup>th</sup>. The Town's Deliberative Session is scheduled for Thursday, February 7<sup>th</sup>, with a snow date of Friday, February 8<sup>th</sup>. Burton is checking to see if these dates are okay with Darrell Lockwood.
  - **Howe Bridge** – Holden Engineering has taken core samples of the bridge and determined that rehabilitation of the bridge is still an option. However, because the State is funding 80 percent of the work, they will decide what work needs to be done.
  - **Byam Road** – There will be a site walk on Byam Road at 9:30 on October 20<sup>th</sup> to determine what needs to be done to come in compliance.

**PUBLIC COMMENT:** Brandy Mitroff inquired as to when Byam Road might be accepted by the Town, to which Burton replied it could be within two to three weeks of the site walk, depending on posting regulations and meetings required, (mid-November).

Dave Delorey moved to go into a non-public session at 10:48PM according to RSA 91A: 3II (a) to discuss Selectmen input to Department Head evaluations. Dave Woodbury seconded the motion. Each member of the Board was polled individually and all were in favor.

Dave Delorey made a motion to exit the non-public session at 11:44 PM. Dave Woodbury seconded the motion. Each member of the Board was polled individually and all were in favor.

Dave Woodbury moved to adjourn the meeting at 11:45 PM. Dave Delorey seconded the motion. All were in favor.

*Prepared by Cindy Romano*