

DRAFT

Town of New Boston Selectmen's Meeting July 5, 2016

PRESENT: Joe Constance Selectman
Rodney Towne Selectman
Christine Quirk Selectman
Peter Flynn Town Administrator

Fire Chief Dan MacDonald, Road Agent Dick Perusse, Brandy Mitroff and Tony Cardone.

A. CALL TO ORDER: Christine Quirk called a regular meeting of the Board of Selectmen to order at 6:00 p.m. beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda. Rodney seconded the motion. All were in favor. 3-0. Brandy Mitroff asked if there was anything notable on the Consent Agenda. Peter answered that Deborah Jardine was being appointed as a library trustee.

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Chief Dan MacDonald: Update on Fire and Emergency Management

Departments: Dan was present to discuss updates within his Department with the Board as follows:

- Dan stated that his department was working to meet the requirements of the default budget but they needed to find a way to recoup funds that had been spilt between different line items, i.e., he had moved \$3K from the equipment line to the radio replacement line. He indicated that he would be working on the 2017 budget with the Fire Wards.
- Dan addressed operations and advised that the average run rate was between 425 and 429 calls per year, which was about a 5% - 10% increase from the previous year.
- Dan reported that he was facing some challenges with staffing the department. He stated that a few responders were out due to medical issues, one regular responder had moved to South Carolina, one responder had moved to Merrimack and one responder had retired. He noted that Christine had volunteered to respond to daytime calls. Brandy offered to place an advertisement regarding the need for more EMT volunteers in the New Boston Bulletin.
- Dan advised that all apparatus were doing well and maintenance was going better than predicted. He stated that the new ambulance was scheduled to arrive late August or early September.

- Dan referred to ongoing projects and advised that the Emergency Communications Site Upgrade grant had passed through the regular technical reviews and was awaiting input and approval by the NHEM Director Perry Plummer. He believed that the funding would be approved in July. Rodney asked if there was anyone the Board could contact to recommend that the funding be approved. Dan answered that the Board could contact the Executive Council members. Brandy suggested that Andy Sanborn be contacted. Dan stated that he would reach out to Andy Sanborn.
- Dan advised that the \$264K AFG grant for the upgrade and replacement of the self-contained breathing apparatus was being reviewed. He anticipated an update on the status of the grant by September 2016.
- Dan stated that the Department had received a \$14K grant for a Lucas 2 heart compression device. He noted that the device had been used twice since receiving it in May of this year.
- Dan reported that the Department was working with the US Air Force as well as the NBPD to conduct tabletop exercise related to communications. He explained that the exercise would include multiple towns and focus on an active shooter and/or bomb situations. He stated that the final meeting was scheduled for Monday, July 11th and the exercise was scheduled to take place on Wednesday, July 13th.
- Dan stated that he was working on a grant relative to upgrading the Town's Emergency Operations Plan. He anticipated that the State would provide \$2K.
- Dan advised that Wayne Blassburg was working on obtaining accurate cost estimates for the three separate Fire Station options, i.e., upgrading the existing station, raise existing building and building a new station or build a new station at a new location. He noted that Roger Dignard continued to provide architectural services on a pro-bono basis.

Item 2: Road Agent Dick Perusse: Update on Highway Department projects and purchases: Road Agent Dick Perusse was present to meet with the Selectmen to discuss Highway Department updates as follows:

- Dick referred to the Old Coach Road project and stated that American Excavating had completed the work that they could complete at the site today. He explained that following the moving and installation of wires and poles by Fairpoint Communications, American Excavating would come back to the site to finish the remainder of their work. He indicated that Eversource was scheduled to begin their work on July 14th. He believed that Comcast would be able to start work on moving their poles mid-August. He also believed that the bottom portion of Old Coach Road would be sub-graded on or around September 1st.
- Dick advised that a basin had been repaired on Maple Street, numerous pipes and ditches had been cleaned throughout Town, areas of Labree Road that had been damaged due to heaving had been repaired, dirt roads had been graded and extensive ditch and slope work had been completed on Houghton and Highland Roads.
- Dick stated that some residents had voiced their concern with regard to an intersection on Pine Road. He explained that traffic did not come to a stop at the intersection as it moved from Pine Road onto Thornton Road. Brandy suggested that a stop sign be installed at the intersection. Dick suggested that a yield sign be installed and explained that a white stop bar was required to be painted on the road at the location of the stop sign. He noted that Pine Road and Thornton Road were dirt roads and it would be impossible to paint a

white stop bar on the roads. The Board agreed with the Road Agent's suggestion to install a yield sign.

- Dick shared that Bailey Pond Road was controlled through Fish and Game. Rodney noted that the Board needed to hold a meeting to discuss this matter.
- Dick advised that he had purchased a 2002 road sweeper. He stated that the sweeper had belonged to another municipality and was in turnkey condition. He believed that the Town should look into unloading the old road sweeper and suggested that it could be done through an auction. Rodney commented that using eBay had been cumbersome in the past. Christine stated that she was not aware about the purchase of the road sweeper. She asked if the Road Agent had discussed the purchase with the Town Administrator or any of the other Selectmen. Dick answered that he had first discussed the purchase with Peter and then ran the purchase by Rodney and Joe. Brandy asked for the cost of the sweeper. Dick answered that it had been purchased for \$20K and came out of the Highway block grant equipment line.

D. OLD BUSINESS:

Item 3: Update re: Accounting Supervisor position: The Town Administrator advised that of five applications submitted he had scheduled interviews with four of the applicants. He noted that the interviews would take place on Thursday, July 7, 2016, from 10 a.m. through 1:00 p.m. He stated that the interview team would consist of himself, Police Chief Brace and Treasurer Bill Gould. He added that he might ask the Board to meet the following week during the day in order to obtain approval to offer the position to an applicant. Rodney stated that he was available to attend a meeting prior to 10:00 a.m.

Item 4: Adoption of public and non-public minutes-June 20, 2016: The Selectmen reviewed the public minutes of June 20, 2016. Rodney referenced Item 1: Heidi Ackerman – Discussion and noted that the minutes did not reflect the fact that Heidi Ackerman had agreed with the Board's decision that evening. Joe moved the public minutes be accepted as amended. Rodney seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 5: Year to Date Expenditures and Revenues – Six Month: Peter reported that the auditors would be present on July 13th. He commented that he was very encouraged about how things were going.

F. OTHER BUSINESS:

Item 6: Town Administrators Report:

- **Highway Safety Subcommittee: Foot Traffic Study Committee:** Peter indicated that the Foot Traffic Safety Committee had received approval from the Whipple Free Library Board of Trustees to allow horse traffic on their side of the Piscataquog River. He noted that the Committee did not anticipate horses walking around the Library.
- **Tax Waiver:** Peter stated that he would have a more definitive answer for the Board regarding the Donovan tax matter this Friday. He advised that Town Assessor George Hildum would be at the Town Hall on Friday to discuss the matter.

- **Discussion, re: Legal Question:** The Board agreed to ask Bart Mayer, Esq., for clarification and guidance with regard to an issue with a gravel pit owner in Town who has failed to pay taxes relative to his one active gravel pit and does not have a bond on one the pits. Joe noted that this question had been brought up at a Planning Board meeting. Rodney suggested that the Planning Coordinator be contacted to determine if any legal advice on the matter had been given.

Item 7: Selectmen's Reports:

- Joe indicated that the Planning Board was continuing their work to update the Master Plan. He commented that the updated Master Plan would be a lot more useful than the last Master Plan. He noted that growth was occurring on the eastern side of Town and that the Town should plan accordingly, i.e., traffic studies, other infrastructure and potential light commercial development.
- Rodney expressed appreciation for the efforts of the Fourth of July Committee for pulling off another great celebration. He noted that it was a lot work and he was impressed.

Public Forum:

- Brandy advised that although the Whipple Free Library Trustees approved horse traffic from the library property onto the Foot Bridge, the Mill Pond Conservation documents prohibited horse traffic along the trail. Peter stated that this was the first time he had heard of this issue. He indicated that he would look into the matter with Gail Parker.

Item 8: Request for Non-Public Per RSA 91-A:3, II, (a)(b)(c) Personnel and Legal: Joe made a motion to open a non-public meeting at 7:05 PM. Rodney seconded the motion. Christine polled the Board: Christine – AYE, Joe –AYE, Rodney –AYE.

ADJOURNMENT: Joe made a motion to adjourn the meeting at 7:15PM. Rodney seconded the motion. All were in favor. 3-0

Prepared by Valerie Diaz