

Approved

Town of New Boston Selectmen's Meeting July 18, 2016

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

Item 1: Ann Charbonneau-Request for Non-Public Per RSA 91-A:3, II (a) (b) and (c) Re: Review of 2013 Liens Including Payment Agreements and Signing Deed Waivers: Rodney made a motion to go into Non-Public session per RSA 91-A:II at 5:58 PM. Joe seconded the motion. All were in favor. 3-0 The Board then entered non-public session after a poll of all members.

Move to exit Non-Public Session: Rodney made a motion to exit Non-Public Session at 6:18 PM. Joe seconded the motion. All were in favor. 3-0

Bill Gould, Energy Commission Chairman Susan Carr, Ian McSweeney from the Russell Foundation, Police Chief Jim Brace, Conservation Commission Chairman Laura Bernard, Open Space Committee Chairman Ken Lombard, Kaleb Jacob, Joyce Bosse from The Messenger and Brandy Mitroff of the public were present.

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Christine Quirk at 6:21 PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including acceptance of Brent Armstrong's resignation from the SNHPC with appreciation for his service. Rodney seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 2: Police Chief James Brace-Request Appointment Of Two New Police Officers: New Boston Police Chief James Brace was present to meet with the Selectmen to discuss the following:

- Jim requested approval of the appointment of two full time officers for the Department. He summarized their backgrounds as follows: Nathan Knezevic. 24, formerly of New Boston, has a Bachelor's degree in Criminal Justice graduating in 2014 and has been working as a dispatcher. He would fill the vacant position created by Officer Drake in

December 2015. Matthew Sullivan, 28, has a Bachelor's degree in Criminal Justice from UMASS Lowell and a Master's Degree in Criminal Justice. He has been working at Southern NH Medical Center as a Security Officer for just over 3 years. He would fill the vacant position created by Lieutenant French in April 2016. These appointments will return the Police Department to full staffing. Both will attend the Full Time Police Academy from August 29, 2016 through December 16, 2016. Jim discussed the hiring process saying it was hard to fill these positions part time, he then advertised the positions as full time and the quality of candidates vastly improved on background, written and physical tests. There were 12 candidates, 5 were recommended to proceed with the hiring process and these finalists are brought forward tonight. No viable candidates were found when the position was advertised as per diem. The Department spent \$4,000 in the hiring process including psychological testing. Joe moved to appoint Nathan Knezevic and Matthew Sullivan as full time police officers in New Boston. Rodney seconded the motion. All were in favor. 3-0

- Jim reviewed Police Department activity over the past six months with a handout as follows:
 1. Lt. French left the department to become Police Chief in Henniker.
 2. The New Boston Police Department is now considering promoting a current officer to the Sgt. position. There are two possible candidates who are taking the necessary tests tonight. Results are expected in two weeks. An oral board will then take place with interviewers from outside agencies. File review will then take place and a request for appointment is expected at the September 19 or October 3 Selectmen's meeting.
 3. The open Prosecutor position was advertised with no applications. Jim is currently filling this role but Officer Stephen Case is being trained and is expected to take on this role by January.
 4. An evidence room audit was conducted. Jim previously had no access to this room. After Lt. French and Sgt. Widener left the Department there were no officers qualified to oversee this room so Jim took over this duty. The room was inventoried and checked three ways with 99.12% accounting for all property that should have been there. There were 15-19 questionable pieces but these were explainable. No drugs, money or weapons were found. The Department is now in an excellent position to hand this duty over to an officer in the Department.
 5. The Communications Tower project is ready for Executive Council review. Dispatch service with Goffstown has been sufficient with some challenges. The Department had a smooth transition from Bow to Goffstown dispatch.
 6. Jim reviewed 2016 activity and noted there have been no burglaries in New Boston in 18 months. There were 18 felony arrests and investigations this year. Jim is very proud of the work the officers have been doing while they have been short staffed this year. The Department is doing well and has been very active. The biggest challenge is staffing.
 7. The Department participated in a tabletop exercise at the Air Force Tracking Station.

Item 3: Open Space Committee Chairman Ken Lombard-Seeking Approval to Accept Conservation Easement-FIRST PUBLIC HEARING: The Public Hearing opened at 6:45 PM. Open Space Committee Chairman Ken Lombard was present to request approval of a

conservation easement at Sue Martin's 84 acre property at South Hill Road. She already protected a large parcel across that road with the Piscataquog Land Conservancy. Ken said Ian McSweeney and the Russell Foundation were instrumental in this project. Ian was present and noted the easement deed is ready for Selectmen review and approval. Attorney Jed Callen reviewed the deed for the Conservation Commission. Rodney noted concern as timber was recently logged at the property. Ian said this did not affect the price as logging is allowed, the owner will retain timber rights, there is a management plan that was followed, the property is a tree farm and those requirements were also followed. Ken noted he walked the property and found the timber cut to be well done. Ken noted the Conservation Commission can purchase the easement per RSA. Joe moved to approve Conservation Commission acquisition of a conservation easement as described in the conservation deed with Susan B. Martin Revocable Trust at 111 South Hill Road. Rodney seconded the motion. All were in favor. 3-0 The Selectmen signed the deed. The Public Hearing closed at 7:00 PM.

Item 4: Energy Commission Chairman Susan Carr-Request For A Sign Ordinance

Waiver: Energy Commission Chairman Susan Carr was present to meet with the Selectmen to update them on the Solar Up program. She said the program has started and is ongoing until October 15. The Commission is requesting a sign permit waiver for the legal length of time a sign can be up. The Selectmen suggested instead to have the sign up for three cycles of posting with permits for each cycle and rotation of sign placement. Susan agreed.

D. OLD BUSINESS:

Item 5 Adoption of Public Minutes of June 28, 2016, July 5, 2016 and Non-Public Minutes of July 12, 2016: The Selectmen reviewed the public minutes of June 28, 2016, July 5, 2016 and the non-public minutes of July 12, 2016. An amendment was noted for the July 5, 2016 minutes. Joe moved the public minutes of June 28, 2016 be accepted as presented, the public minutes of July 5, 2016 be accepted as amended and the non-public minutes of July 12, 2016 be accepted as presented. Rodney seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 6: Appointment-Accounting Supervisor: Peter reported the town has been working to fill the position of Accounting Supervisor over the past couple months. An interview panel interviewed four candidates and recommends Elisa Fitzgerald to fill the position starting August 1, 2016 full time with benefits. Bill Gould and Police Chief Jim Brace were present and noted they were on the interview panel and found Elisa to be a very qualified and experienced bookkeeper and is expected to be a very valuable asset to the town. Joe moved to accept Elisa Fitzgerald for the position of Accounting Supervisor in New Boston. Rodney seconded the motion. All were in favor. 3-0

Item 7: Application on Current Use Assessment-Re: Cook (Need Waiver For 'Unsigned' Application): Peter reported the law allows waiver of unsigned Current Use Applications in certain circumstances. The Selectmen noted they don't see those circumstances in this situation. The town is not responsible in this situation. The applicant has the opportunity to apply again next year.

F. OTHER BUSINESS:

Item 8: Town Administrators Report:

- Footbridge Update: The Committee met July 14 to discuss the horse issue and the grand opening.
- Tax Waiver: This matter is ongoing and Peter will report on it at the next Selectmen's meeting.
- Bookkeepers Position Opening: As above.
- Audit: The auditors are working on 2015 records.
- Expenditures and Revenues Update: The town is working within default amounts. Some issues are expected next year where increases will be requested. Any departments that have this need should make it known early to get the information to the appropriate budget review committees. The Finance Committee schedule is ready.

Item 9: Selectmen's Reports:

Joe reported a filing cabinet for the Forestry Committee is now upstairs where the Committee will store tools for testing trees for diseases. The Committee is progressing with the process with American Tree Farm for town forests. Conservation Commission Chairman Laura Bernard was present and offered the Committee use of the Conservation Commission equipment storage shed for its tools for access to tools when the Town Hall is not open. Joe noted Forestry Committee member Kim DiPietro is working with Maralyn Segien to create a master file for information on town forestry.

Public Forum:

- Brandy Mitroff was present and noted Town Clerk Irene Baudreau reminded the Board it has to appoint two election inspectors from each political party. Peter noted he is working on this. Brandy requested the Supervisors of the Checklist deadline to publish in the New Boston Bulletin according to the applicable RSA.
- Peter will be on vacation July 21-26.
- Police Chief James Brace invited town employees to Harassment in the Workplace Seminar by Primex being held July 20 at 9:00 AM and 11:00 AM at the Police Department.

Item 10: Possible Request for Non-Public Per RSA 91-A:3, II, (a)(b)(c) Personnel and Legal: None.

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

Prepared by Maralyn Segien