

Approved

Town of New Boston Selectmen's Meeting November 7, 2016

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

Steve Sears, Kaleb Jacob, Willard Dodge, Ken Lombard, Kim DiPietro, Transfer Station Manager Gerry Cornett, Fire Chief Dan MacDonald, Road Agent Dick Perusse, and one other member 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 6:00 PM 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

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Fire Chief Dan MacDonald-Re: Continued Discussion and Decision of Disposition of Replaced Ambulance: Emergency Management Director Dan MacDonald was present to meet with the Selectmen to discuss disposition of the ambulance that was replaced about eight weeks ago. Dan met with the Selectmen at their October 17 meeting to discuss the possibility of a pilot program to use the old ambulance for four months through the winter as an emergency command vehicle. Dan's Memo to the Selectmen dated October 24, 2016 was reviewed where use by the Police, Fire and Emergency Management Departments were listed. This proposal is expected to have little impact to the town insurance premium and is not expected to impact resale value estimated at \$15,000-20,000 for this 1999 four wheel drive ambulance that is in great shape and needs no maintenance. Dan said some equipment in town is not used very often but when it is needed it is very much needed and this proposal is expected to be similar. He gave examples of past situations when it could have been used. Dan and Emergency Volunteers currently use personal vehicles in these situations.

Christine noted she is in favor of trying this but concerned about replacement needs in the future. Dan said this has not been considered long term, but suggested every eight years when the ambulance is rotated out it could be replaced with that vehicle. There is no intention to establish a new town vehicle or add to the CIP Schedule.

Rodney asked if the Recreation Department vehicle could be used for the communications/warming vehicle uses proposed. He noted he is also willing to try this but asked if some of these things could be done better with a different vehicle.

Joe disagrees with the proposal due to his concerns that this is probably not the best vehicle for this purpose and resale value will decrease during the proposed trial period. There is also the possibility of vehicle damage during the trial period.

Road Agent Dick Perusse noted the Highway Department probably does not have use for this vehicle.

Willard Dodge of Tucker Mill Road was present and noted he is not in favor of the proposal as the ambulance is not made to carry items in, there may not be an area in town to house the vehicle, it may not be used enough and it is not the right vehicle for the application. Dan noted a bay is available at the Fire Station where the vehicle is currently housed, the vehicle is appropriate for the application as it is a box with working communication equipment and lights and no money is needed to put into it for these needs.

Rodney asked if there is a better vehicle for this application, either in house or to purchase. Dan said not really as the ambulance has everything needed. He recognized the risk but this proposal is expected to improve emergency response capabilities. He is bringing this idea to the table as he is always considering how to improve capabilities, not to bring more expense to the town.

Rodney recommended selling the ambulance and depositing the proceeds into the Ambulance Revolving Fund as ambulance purchases come from this fund. Joe moved to decline this proposal with the proviso that money from the sale goes to the Ambulance Revolving Fund. Rodney seconded the motion. All were in favor. 3-0 Dan and Peter will research the best way to handle the sale and bring the recommendation to the next Selectmen's meeting.

Item 2: Transfer Station Manager Gerry Cornett-Transfer Station Issues and Updates:

Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss Transfer Station issues and updates as follows:

- Facility Fee Structure Management/Contractor Usage: Gerry reviewed the fee structure history where fees were changed a few months ago after a long process with the Selectmen. He met with the Finance Committee November 3 and noted another fee increase for electronics disposal is expected. The vendor New Boston uses charges 21 cents per pound and this is the second cheapest way to dispose of these items. The Transfer Station currently charges users a 17/18 cents per pound fee. Gerry asked if there is a better way to address fee changes (down or up) besides the long review process, as the lag this year caused his budget to be \$2,100 short. Rodney suggested adapting a decrease without the usual procedure and then bring it back to the former price point could be done without the long process. Joe suggested a percentage formula might make sense for flexibility to raise fees to keep up with costs at the Transfer Station.

Gerry noted demolition disposal expenses are expected to be stable for a few years, tires disposal expenses could increase at any time, CRT is expected to be stable for a few years but new items don't last long and residents are disposing of them at the Transfer

Station. The bin fills up quickly, sometimes within three weeks which is much faster than in previous years. Residents are also bringing in items from other towns as it is less expensive to dispose of them in New Boston than other towns. Residents with businesses are bringing in these items but the Transfer Station can only take residential items. Fees are set only to cover costs but the volume of items coming in to the Transfer Station is also incurring wear and tear on the Transfer Station equipment.

Gerry noted revenues from recyclables are comparable to last year, a little increased, as is fee intake. This is due to the abuse by contractors bringing in material from other towns as above.

Joe noted there are options to change fees such as considering revenues, fees and disposal costs or change fees on electronic disposal approximately 1.5%. Rodney wants to make sure the consumer pays what it costs New Boston to dispose of items to break even and suggested options such as allow the Solid Waste Committee to increase fees up to 15% without Selectmen approval or increase the fee by 15% now in anticipation of higher disposal costs. E items, demolition and tires are not considered recyclables. Joe recommended Gerry meet with the Solid Waste Committee to prepare a plan.

Gerry noted when he was hired he was tasked with making sure fee items covered cost of disposal. Since then he has asked for an increase only once. He has been able to maintain these prices by entering New Boston into good trucking and tipping contracts. These are expected to increase in the next couple years and Gerry is preparing for this.

Steve Sears of Carriage Road was present and noted he is perplexed by the overall operating costs of the Transfer Station. He said he did a study on this in March when he interviewed the Bedford Transfer Station Manager and reviewed the Bedford Town Report and other information. He then compared the population, number of single family dwellings and Transfer Station operating costs of Bedford and New Boston. He determined the approximate cost of the Transfer Station to be \$236 per year for each New Boston home and \$147 per year for each Bedford home. He determined this difference to be due to operating style, the New Boston recycling program v. single stream in Bedford. He noted New Boston's process involves separating items several times, at home, by Transfer Station staff and by the MERF the items are taken to, but the Bedford process involves less manpower and staff costs and is controllable and it takes into account recyclables as commodities. He also noted a significant number of New Boston homes use private haulers and don't use the Transfer Station. He contacted a hauler who noted he is willing to negotiate his price if more neighborhood homes used his service and suggested residents could save money this way if New Boston offered curbside pickup. He asked if New Boston could consider an enterprise fund situation as done in other towns where Transfer Station pay for itself, such as with fees as discussed tonight, the user pays the fee for the entire waste stream such as per bag. Households who don't use the Transfer Station would get a property tax abatement to use toward a private trash hauler. He noted many in New Boston have strong compassions about the green movement but many also have strong compassions about the cost of living and this is a way to reduce the cost of living and at the same time giving those who want to recycle

and use their local Transfer Station. Steve is also concerned that items residents recycle are not recycled once they leave the Transfer Station.

Rodney noted the number Steve used for cost of the Transfer Station did not include the income the Transfer Station earns toward the general fund. The actual average annual cost to run the Transfer Station has been \$256,000 over the past fourteen years.

Joe noted single stream has not worked due to contamination. Steve said New Boston recyclables are also contaminated. Joe and Gerry noted New Boston recyclables are not contaminated because items are separated and New Boston recyclables are considered some of the cleanest in the market and accepted at recycling facilities even when items from other town aren't, at higher revenues because it is known to be clean and dry. Gerry said New Boston does not use a MERF, unrecycled trash is sent to an incinerator. New Boston's recycle rate is 42% and earned \$172,000 last year. Single stream was considered for New Boston in the past. At that time there were some savings with single stream but that is going away and towns that use it are paying \$80 per ton to ship it off plus trucking. New Boston ships its recyclables at FOB without trucking fees. Gerry is always looking for the best rates when he ships off New Boston's materials

Gerry noted RSA 149 says the town has to provide a way for residents to get rid of trash. That is the basis of the operating budget. More residents are expected to move to New Boston. Every year Gerry meets with the Finance Committee to determine the next year's budget and shows the cost to operate and the revenues earned through the Transfer Station (\$78,000 this year) that bring down the actual costs of the Transfer Station. New Boston cannot be compared to Bedford because Bedford has a large industrial base, and private haulers using their Transfer Station.

Steve noted he subscribes to a waste management newsletter that headlined single stream recycling and explained why the technique used in New Boston is outdated. He said getting rid of trash is the same if the trash is taken to an incinerator or a MERF. Both are taking trash and recyclables, tipping fees are paid for both items when there is no market.

Gerry and Rodney noted that is not correct.

Steve said modern ways to save money are needed regardless of the charter when the Transfer Station began and the Transfer Station costs too much to run.

The Selectmen noted the figures Steve cited above are not the actual operating costs of the Transfer Station as they did not consider revenues. The Selectmen asked Steve to recalculate the cost per household and make an appointment to present his research on this at a future Selectmen's meeting.

Willard asked Gerry to explain what is really happening with single stream. Gerry noted the Solid Waste Committee considered switching to single stream in New Boston in 2006 but found New Boston's costs would increase due to trucking and this would decrease revenues. Gerry noted that the value of paper, plastic and cardboard decreases when glass is mixed with it because glass is considered a contaminant. Glass and metal are

sorted from single stream and not counted. All US single stream was going to China but China now refuses to take it. NH then realized there is no money to be made in single stream. Commodities decreased significantly in 2008 and single stream was no longer revenue for towns. At that time New Boston decided not to give up its revenue stream through its recycling program. If it had, it would have cost New Boston double the current cost to dispose of New Boston's material. If New Boston began offering curbside pickup to all residents, that would involve a per stop fee. The Selectmen asked Gerry to prepare a formal document of his research.

Gerry noted New Boston is very efficient in its recycling, residents are efficient and phenomenal in their recycling efforts, even NBCS students are phenomenal recyclers and are earning some money for their school through recycling.

- Facility Status Trends: Gerry noted there are many new residents using the Transfer Station. This year 80 homes in New Boston sold and residents have been cleaning out their homes after storing items for many years. This includes quite a lot of hazardous waste items that residents handle on their own at a low cost to taxpayers. The Transfer Station will pay \$40 for each such service and the user is required to pay the rest of the disposal fee which could be \$1,000 or more if residents have collected a lot over the years. The town used to hold a Hazardous Waste Day at a larger expense to taxpayers.

The Transfer Station is expected to earn \$85,000-90,000 in revenues this year which is more than earned in recent years. Gerry is always looking for the best rates when he ships off New Boston's materials.

Approximately \$40,000 of surplus is expected in the trash and truck budget lines this year as occurs most years.

Mr. Sears made a point to say that Peter Flynn did not fulfil his request to provide figures of three years' worth of revenues but only provided one year. . Peter immediately corrected him in stating that he not only sent the three years as requested but sent five years along with the related expenditures for each department. Mr. Sears asked Mr. Kaleb Jacob who was seated behind him if Peter's statement was true. Mr. Jacob indicated that Mr. Flynn's statement was true.

Skid Steer Refurbishment Cost Benefit/Long Term: Gerry noted the Transfer Station has heavily used the current skid steer at the facility since 1999. This frontline piece of equipment is now at the point where the refurbishment cost is too great to make it worthwhile. It is also using 1 quart of oil per tank of gas. \$10,000 is requested on the refurbishment line in 2017 and the skid steer alone needs \$12,000. This line could decrease if the skid steer is replaced instead of refurbished. Gerry tries to do most of the refurbishment labor by Transfer Station employees to keep costs down. The age of the skid steer is an issue as new parts are sometimes not available and used parts have to be used. The value is \$1,000-5,000 to sell or trade it in. Gerry is researching a replacement and estimates this to cost \$16,000-18,000. This could be paid for with 2016 Transfer Station surplus, the equipment line and trade in income. If the skid steer is replaced it would not be beneficial to keep the current one for parts. The Selectmen requested a

revised budget proposal for a replacement with a used machine. Gerry will bring these to Peter.

D. OLD BUSINESS:

Item 2: Adoption of Public Minutes of October 17, 2016 and October 28, 2016 (Special meeting) and Non-Public Minutes of October 28, 2016 (Special Meeting): The Selectmen reviewed the Public Minutes of October 17, 2016 and October 28, 2016 and the Non-Public Minutes of October 28, 2016. Joe moved the Public Minutes of October 17, 2016 and October 28, 2016 and the Non-Public Minutes of October 28, 2016 be accepted as presented. Rodney seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 4: Service Agreement for Compliance with GASB 45 Actuarial Update-Explanation and Request for Approval-Peter Flynn: Peter reported New Boston has not kept up with GASB 45 over the years and this is noted as an issue in the annual audits. Accounting Supervisor Elisa Fitzgerald suggests contracting with The Howard E. Nyhart Company to come into compliance. She worked with the company when she worked in Greenville. There is a \$2,500 setup fee to begin in 2016. There is money available in the audit fund to finance this. New Boston's GASB status affects many financial prospects for the town such as the bond rating and insurance coverage. Now is a good time to begin this as New Boston has a new Accounting Supervisor who is doing great things for New Boston and can handle this task. This has been an issue in New Boston for at least a decade. Joe moved to direct Peter to engage with The Howard E. Nyhart Company as inventoried in the Agreement package to come into compliance with GASB 45. Rodney seconded the motion. All were in favor. 3-0

Item 5: Bailey Pond Road Discussion-State vs. Town Obligations: Rodney reported the town began a discussion if Bailey Pond Road was Class 5 or 6 and determined it was Class 5. More research was done and it was found Bailey Pond Road is not a New Boston road. It was created by NH Fish and Game but New Boston is responsible for maintenance. New Boston granted driveway permits but did not have authority to do that. Further subdivision has been requested but the Road Agent did not yet approve those driveways. Ken Lombard has been helping the town work on this. He was present and noted he spoke to a NH Fish and Game representative who is willing to meet with the Selectmen at one of their meetings to discuss. One of New Boston's main concerns is the ability of plow vehicles to turn around at the pond and this is expected to be approved. There is an easement in the area (DeRoeth) that includes a portion near the pond for a town beach and that area could be used for a winter turnaround and summer parking. The town is responsible for surveying fees incurred in this negotiation. Peter will try to schedule NH Fish and Game to meet with the Selectmen at their next meeting.

F. OTHER BUSINESS:

Item 6: Town Administrators Report:

- CIP Preparation: The CIP Committee meeting for tomorrow night was postponed until November 22 due to tomorrow's election. The Selectmen thanked CIP Committee member Fred Hayes for preparing the CIP spreadsheet.

- Old Coach Road Issue with Fairpoint: Peter spoke to a Fairpoint representative who said they expect their part of this project to be complete by Wednesday. Peter will take further steps as necessary if it is not done by then.
- Planning Board Public Hearing: As above under CIP Preparation.
- Finance Committee: The meeting process is progressing well. Warrant Articles will be presented soon. Peter recommended the Selectmen support the CIP Warrant Articles as they do every year. The Selectmen will review the other proposed Warrant Articles as some are expected, but the Selectmen do not plan to bring any Warrant Articles forward.
- Revenues and Expenses are provided with tonight's information packet. The Fire Department seems to be getting low on the Emergency Call line. Peter will talk to Dan about this.

Item 7: Selectmen's Reports:

Joe reported the Forestry Committee met and began marking trees for the American Tree Farm system. They will continue this task at future meetings.

Public Forum:

Willard asked the status of the Selectmen action on the report the Road Committee brought to them in June. The Selectmen will review the report.

Item 8: Request for Non-Public per RSA 91-A:3, II(c): Joe made a motion to go into Non-Public session per RSA 91-A:II(c) at 7:32 PM. Rodney seconded the motion. All were in favor. 3-0 The Board then entered non-public session after a poll of all members. Joe-yes, Rodney-yes and Christine-yes.

Move to exit Non-Public Session: Joe made a motion to exit Non-Public Session at 7:55PM. Rodney seconded the motion. All were in favor. 3-0

Rodney moved to seal the non-public minutes for a period of 20 years. Christine seconded and the motion carried 3-0.

ADJOURNMENT: Joe made a motion to adjourn the meeting at 7:56PM. Rodney seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien