

# Approved

## Town of New Boston Selectmen's Meeting January 3, 2017

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

Road Agent Dick Perusse, Fire Chief Dan MacDonald, School Board Chairman Wendy Lambert and Kaleb Jacob 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 6:13 PM beginning with the Pledge of Allegiance.

**Consent Agenda-**The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including Clark Craig, III and Joseph Martell new hires for Highway Department and acceptance of donation of iPad computer equipment from Friendly Beaver Campground. Rodney seconded the motion. All were in favor. 3-0

### **B. PUBLIC FORUM:**

None.

### **C. APPOINTMENTS:**

#### **Item 1: Chief Dan MacDonald-**

**Discussion and Request for Warrant Article Re: Homeland Security Grant (Emergency Management):** Emergency Management Director Dan MacDonald was present to discuss the Local Emergency Operations Plan that needs to be updated every six years to help the town be eligible for grants. Dan submitted a grant request to pay for the update. The Selectmen signed the grant agreement. It is a \$4,000 grant with \$2,000 from the state and \$2,000 soft match with no financial impact to the town. Rodney moved the Selectmen accept the terms of the emergency Management Performance Grant (EMPG) as presented in the amount of \$2,000.00 for the LEOP Update. Furthermore, the Board acknowledges that the total cost of this project will be \$4,000.00, in which the Town will be responsible for a 50% match (\$2,000.00). Joe seconded the motion. All were in favor. 3-0

**Discussion and Possible Decision Re: Disposal of Ambulance:** Fire Chief Dan MacDonald reported on the status of sale of the 1999 ambulance. Two towns looked at the ambulance and both are interested in purchasing it. The ambulance will be posted for sale next week with a minimum bid of \$15,000 in sealed bids to be opened at a designated time. The ambulance is expected to be sold by the end of January.

### **D. OLD BUSINESS:**

**Item 2: Adoption of Public and Non-Public Minutes of December 19, 2016:** The Selectmen reviewed and amended the Public Minutes of December 19, 2016. Joe moved the Public minutes of December 19, 2016 be accepted as amended and the Non-Public Minutes of December 19, 2016 be accepted as presented. Rodney seconded the motion. All were in favor. 3-0

**Item 3: Review Of Year End Spending and Revenue Report:** Peter reported the town still has a week's worth of bills coming in before the books close on January 15. The town didn't overspend the default budget.

Joe discussed the Selectmen budget review process including critique of department budgets and removal of Warrant Articles. He noted the process is thorough, long and sometimes complex. He noted it is the duty of the entire town administration to present realistic budgets that reflect the needs of the town and present good choices to the voters, as opposed to creating an optimized wishlist to have the perfect town. Past budgets have been very responsible. He doesn't think the departments have not lost the public trust or been in violation of it. Last year the town portion of the tax rate was only going to go up 9 cents per thousand, a very responsible budget. It didn't pass but that does not mean the town should act in a reactionary manner which in some respects was done in the recent critique. Joe was concerned that a figure of approximately 4% was selected and that is not the way to go about it, instead ask questions about specifics when considering budget changes. There has been discussion about when the Selectmen should become involved in the process and that is valid. Next time Joe will go about it differently. Joe would like to reinstate some Warrant Articles. The bus Warrant Article. He knew about it about nine months ago and urged the Recreation Director to put it on in 2017 as it was not going to cost any money due to the fund and sale of the current vehicle. The other Warrant Article he would like to reinstate is for Bedford Road improvements. The voters should be able to choose, he doesn't want them dropped just so voters see less that will cost money. He agrees the CRF funding restoration is of critical importance. These are to save money for large items as the bill for the alternative is staggering if the town is forced to get a bond or raise funds for large items, such as bridge repairs and equipment replacements.

Rodney noted he pushed to drop Warrant Articles other than CRFs and Fire Station to focus on those. He also noted that just because an item is on the CIP Schedule, if the item is not needed that year, it is the practice of the town to delay the purchase; the CIP Schedule is a guide. He agrees the voters need an opportunity to vote on the other items as well but prefers waiting one more year for those items.

Christine noted the most important Warrant Article that was removed this year was the Bedford Road Warrant Article. She is in favor of both the bus and the salt shed but agrees they should be postponed one year.

Joe moved to reinstate the Warrant Article of \$85,000 for Bedford Road onto the 2017 ballot. Rodney seconded the motion. The motion carried. (2-1)

#### **E. NEW BUSINESS:**

**Item 4: Deputy Tax Collector Appointment Request:** Peter reported Tax Collector Ann Charbonneau recommended Maralyn Segien be appointed to Deputy Tax Collector after Mary Manna recently resigned. This is not a fill in position but duties are to send out tax bills twice a year. If something happened to the current Tax Collector, a new Tax Collector would have to be hired and someone from the Municipal Services along with the Accounting Supervisor would have to fill in temporarily. The Deputy position is a stipend position and has to be held by a New Boston resident. Maralyn will have to attend a Tax Collector Conference for training in March at town expense. Joe moved to install Maralyn Segien to the position of Deputy Tax Collector per RSA 41:48 and authorize she attend the 2-day DRA conference in March. Rodney seconded the motion. All were in favor. 3-0

#### **F. OTHER BUSINESS:**

##### **Item 5: Town Administrators Report:**

- Old Coach Road Issue with Fair point: Communications companies are out working in the area and estimate their portion of the project will be complete January 15.
- Finance Committee: The Warrant Articles and finance information was distributed to the Committee for review in advance of the meeting January 7 at 9:00 AM. Some additional revisions are expected that will be discussed at the meeting. Five Finance Committee members, one School Board member and one Selectman will cast their votes on each Warrant Article for a total of seven votes at the meeting. Christine will vote on the Selectmen's behalf and the Selectmen will decide their vote together prior to the meeting. The Finance Committee is an advisory group. Their recommendation will be sent to the Public Hearing January 17 at 6:30 PM at the Town Hall where the Selectmen will meet with the public and consider possible revisions. The Warrant will then remain unchanged until the Deliberative Session February 6 at 7:00 PM at the NBCS gym where the public can vote on any Warrant changes. The final Warrant will then be sent to vote on March 14.
- Job Openings: Ads went out for all open positions. The two Highway Department and Deputy Tax Collector positions have been filled. The Planning, ZBA and Recreation Clerk positions are still open.
- River Road code Enforcement: Code Enforcement Officer Ed Hunter provided a report to the Selectmen. Town Attorney Leslie Nixon provided a response regarding the court action.

##### **Item 6: Selectmen's Reports:**

None.

#### **B. PUBLIC FORUM:**

None.

**Item 7: Request for Non-Public per RSA 91-A:3, II(a)(b)(c):** Joe made a motion to go into Non-Public session per RSA 91-A:II(a)(b)(c) at 6:43 PM. Rodney seconded the motion. All were in favor. 3-0-Poll Vote: Joe-yes, Christine-yes and Rodney-yes. Board then entered non-public session.

**Move to exit Non-Public Session:** Joe made a motion to exit Non-Public Session. Christine seconded the motion. All were in favor. 3-0

Following Non-Public the board then discussed revising the amount of funding for the new Fire Station warrant article. They agreed to include the cost of demolition/re-purposing the current fire station. Mr. Flynn stated that he had previously checked with Chief MacDonald about the demolition funding and he was told that \$40,000 had already been included. The Board felt that a total of about \$100,000 should be set aside for the possibility of the station remaining in place. The Board instructed Mr. Flynn to add \$60,000 to the article to reflect an additional amount to be set aside for the purpose of demolition/re-purposing present fire station.

**ADJOURNMENT:** Joe made a motion to adjourn the meeting at 7:00PM. Rodney seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*