

Approved

Town of New Boston Selectmen's Meeting May 15, 2017

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

Road Agent Dick Perusse, Accounting Supervisor Elisa Fitzgerald, School Board Chairman Wendy Lambert, Conservation Commission Chairman and Selectmen's Assistant Laura Bernard, Police Chief Jim Brace, David Litwinovich, Ed Boyle, Bill McFadden, Kaleb Jacob and Karen Scott of the public were present for all or part of the meeting.

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Rodney Towne at 6:00 PM beginning with the Pledge of Allegiance.

Request for Non-Public per RSA 91-A:3, II(a) and (c) Personnel Issue: Joe made a motion to go into Non-Public session per RSA 91-A:II(a) and (c) at 6:00 PM. Christine seconded the motion. All were in favor. 3-0-Poll Vote: Joe-yes, Christine-yes and Rodney-yes. The Board then entered non-public session.

Move to exit Non-Public Session: Joe made a motion to exit Non-Public Session at 6:10PM.; Christine seconded the motion. All were in favor. 3-0

Christine moved to seal the non-public minutes for five years. Joe seconded. Vote carried 3-0.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including reappointment of Brandy Mitroff to the Finance Committee for three years. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Edward Boyle-Candidate for Conservation Commission-Introduction And Selectmen's Interview: Ed Boyle was present and said he is interested in volunteering for the Conservation Commission. He has been Conservation Commission Chairman Laura Bernard's neighbor since moving to New Boston in 1999 when he retired from the Air Force. He now works in information technology but his passion is the outdoors, wildlife habitat management and conservation. He is noticing development going on in town but considers conservation important for the town and wants to do his part to keep public lands and the character of the

town. His education is in Natural Resources and he has volunteered in many areas of wildlife management and conservation. Laura asked him to help out with the Commission approximately eight years ago, he did not have time then but now does. There is an open position on the Commission. Christine moved to approve the appointment of Ed Boyle to the Conservation Commission for three years. Joe seconded the motion. All were in favor. 3-0

Item 2: Dick Perusse-Highway Superintendent-Annual Summer Update on Summer Road Projects: Road Agent Dick Perusse was present to update the Selectmen on summer road projects as follows:

- The Bedford Road project began May 1. A lot of ledge was unexpectedly found and taken care of. Underdrain was added. The project will continue by adding drainage, hammering ledge and paving and be improved when complete.
- Grading was maintained through late winter but has been delayed recently by rain. It will begin again tomorrow.
- The Department will resume the Old Coach Road project at the bottom of the hill after July fourth.
- A drainage improvement project is planned for the Town Hall area.
- Eversource agreed to remove a large tree at the corner of Cemetery Road as it is close to their wires. The Highway Department will assist.
- An equipment operator opening has been advertised on the municipal website and in the Messenger. A few applications have come in.

Item 3: James Brace-Chief of Police-Annual Summer Update On Police Department News And Events: Police Chief Jim Brace was present to meet with the Selectmen to discuss the Police Department summer update as follows:

- Two officers are currently attending police academies.
- Officer Vollarro recently completed the part time Police Academy and is now completing his New Boston Field Training. He will then be able to pick up more shifts while the other officers are away.
- Lt. Masella has returned from leave and is helping with shifts while the other officers are away.
- The 100% funded Click It Or Ticket, Operation Safe Commute, DUI Over The Limit and Speed and Traffic Enforcement grants has been put into place allowing officers to be out on additional patrols.
- The Chief and officers are attending spring training classes and conferences. Some are being offered to the New Boston Police and Fire Departments at no charge.
- Officer Case completed his second year teaching the NBCS sixth grade DARE program.
- Officer Case competed in the CHAD hockey game. This requires him to raise \$1,250 in donations for CHAD on his own. Officers Koziol and Case will compete in the CHAD softball game.
- The Department received letters of appreciation for Officers Case and Tucker for their actions related to a suicidal subject. They have been nominated for a law enforcement award for their actions. The Department is proud of them.
- The Department received a letter of appreciation for Officer Knezevic for his actions during a mutual aid call in Francestown. The Department is proud of him.

- Drug Take Back Day was held April 29 where the Department collected fifty-nine pounds of unused medications, the most it has collected at these events so far. An organization contacted the Chief to install a permanent collection box in the Department lobby at no charge. This may be placed in June.
- Statistics were reviewed. Arrests have increased this year and 258 arrests are expected this year. This is largely related to the drug crisis. Offences have decreased. Jim noted all the money collected through traffic tickets written in New Boston goes to the state, the benefit to New Boston is safer roads. The Selectmen reviewed charts showing increased activity since Jim became Chief in 2002. This involves more work for officers along with evidence collection, storage and disposal. Prosecution is also increasing. Officer Case began handling all prosecution duties in January with administrative support from Jim. Officer Case is doing very well in these duties. The Department has a 92% conviction rate with 8% other disposition and 1 not guilty.
- Recent legislation concerning Police Departments was reviewed as follows:
 - Permit to carry law was modified and signed into law no longer requiring a permit to carry concealed weapons. The Department has safety concerns resulting from these changes. These changes also mean decreased revenues for the Department. These revenues were used to pay for membership to the pawn database in the past. This database is very helpful in recovering stolen property. Without this revenue the town will have to add this membership to the budget to continue with this valuable tool.
 - A marijuana decriminalization bill has passed the Senate, is expected to pass the House, the Governor issued a statement that he will sign it into law and is expected to go into effect sixty days later. Jim expects this to affect quality of life in NH. He wrote to the legislators with his concerns. The Chief's Association also contacted the legislature.
 - Driver Privacy Act: The Department used to release copies of police accident reports to the property owners, drivers and insurance companies involved in accidents at \$20 each. This was a revenue to the town and a service to residents. The state has issued a notice to towns to stop due to an interpretation of the Driver Privacy Act. Property owners, drivers and insurance companies now have to get these reports from the state at a higher cost and possible inconvenience. The legislature is considering a bill to allow towns to release the reports.
 - Over the years the state changed its retirement system for police and teachers requiring towns to pay for this entire burden. New legislation was proposed to have the state pay 15% but this bill did not pass. This would have saved New Boston \$20,000 for the police portion and additional savings for teachers involved in the plan.
 - Joe recommended Jim communicate these matters that affect the town to town officers so the town and individuals can get involved.

Item 4: Public Hearing-Second Reading-New Boston Fund Balance Policy: The Public Hearing was opened at 7:07 PM. Peter reported the auditors make recommendations every year. This recommendation has come up several times but the town did not have staff qualified to implement it until this year. New Boston is considering the General Practice: Administration of the Unreserved Fund Balance of New Boston's General Fund to use as a guideline and to come

into compliance with the auditors recommendations. New Boston's balance is at a good level at approximately 8% and the Selectmen agreed that is a good level.

Public Comment: Kaleb Jacob of Fraser Lane asked if the fund could be used for tax relief if it fell below 8%. He also asked if the policy reads to mean individual departments could get money from the fund to reimburse an overage of that department's budget. Peter said legally it could be used in that way only after the entire town budget is spent but it is really to be used for unforeseen expenses such as the potential lawsuit the town is involved in with utility companies regarding assessment of utility poles. If the town loses the lawsuit it will owe approximately \$500,000 to the utility companies and this would most likely be paid from the fund balance, depleting it by approximately half. The Selectmen noted the current practice when there is an overage in a department budget is to use money from an underspent department's budget to cover it.

The Public Hearing closed at 7:10 PM. Joe moved to approve and adopt the General Practice: Administration of the Unreserved Fund Balance of New Boston's General Fund as a policy. Christine seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 5: Adoption of Public Minutes of May 1, 2017: The Selectmen reviewed the Public Minutes of May 1, 2017. Joe moved the Public minutes of May 1, 2017 be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 6: First Reading-Capital Assets and Depreciation Policy-Peter Flynn and Elisa Fitzgerald: Peter reported the auditors make recommendations every year. This recommendation has come up since 2002 but the town did not have staff qualified to implement it until this year. Accounting Supervisor Elisa Fitzgerald has been working to get New Boston in compliance and will keep track of these items as necessary. This is the first reading of the Capital Assets and Depreciation Policy. Joe moved the Capital Assets and Depreciation Policy to a second read at the next Selectmen's meeting. Christine seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 7: Vendor And Rate Adjustment To Short And Long Term Insurance For Employees: Peter reported the town has always had long and short term disability benefits for employees. The town pays 100% of this benefit and has been using different companies over the years but this year was notified of a 300% premium increase from Sunlife for short term disability. He and Selectmen's Assistant Laura Bernard have been researching prices with other companies. They presented options to the Selectmen with a handout. They have found the town can save \$15-20 per month by using Option 4. Laura was present and explained this is a decrease for the 2017 budget and an increase in benefits for employees. Christine moved to accept Option 4 for New Boston's short and long term disability plan. Joe seconded the motion. All were in favor. 3-0

Item 8: Town Administrators Report:

- Tree Cut On Town Common: Peter reported three options to remove the tree and grind the stump. 1. A company quoted \$500 to remove the tree and grind the stump. 2. An offer from The Friendly Beaver Campground to bring its equipment to remove the lights from the tree then remove the tree. The town would then have to remove the branches and the stump will be left. 3. An offer by Jim Waller, an insured tree cutter, to remove the tree and Dale Smith, an insured stump grinder, to grind the stump, both for free. The Selectmen prefer option 3. The Friendly Beaver Campground will plan to remove the lights. An offer also came in to replace and plant a tree in its place.
- Town Common Upkeep and Cleanup: Peter reported work needs to be done on some spots on the Common lawn. The weekly summer Farmers Market will be requested to not use certain areas this year. Landscaping will be done as in other years.
- Memorial Monument on Common Cleaning: Peter will get an estimate for cleaning and repair for the monument.
- Village Streetlight: Peter called Eversource to repair the streetlight in front of the church.
- Painting RFQ's For Town Hall (One Side Only As Approved In Budget): Peter reported ads for quotes are out with a deadline for proposals for this summer project.
- Draft Finance Committee Schedule Proposal: Peter reported the draft Finance Committee Schedule is available.
- Municipal Records Committee Update: Deputy Town Clerk Cathy Strausbaugh prepared a committee makeup list.
- Ridgeview Lane Radio Tower Landscaping: Peter reported the issue has become a landscaping issue.
- Financial Report-Update: Peter reported the town is in great shape maintaining appropriate spending levels.

Item 9: Selectmen's Reports:

Rodney reported Peter received a concern as the logger at the ballfield and Transfer Station had moved out and left wood to be cut. The Selectmen determined eight trees still need to be cut in the area. Rodney will call the logger and report back to the Selectmen.

G. PUBLIC FORUM:

School Board Chairman Wendy Lambert thanked the Planning Department for providing the School Administrators and Board with Planning notifications. She also thanked the Police Department for providing the DARE Program at NBCS for a good foundation for children.

Item 10: Possible Request for Non-Public per RSA 91-A:3, II(a) and (c):

None.

ADJOURNMENT: Joe made a motion to adjourn the meeting at 7:22 PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

Next Scheduled Meeting: Town Hall Conference Room on June 5, 2017 (6:00 PM)