

Adopted

Town of New Boston Selectmen's Meeting June 5, 2017

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

Transfer Station Manager Gerry Cornett, Energy Commission Chairman Susan Carr, Building Inspector Ed Hunter, Road Agent Dick Perusse, David Litwinovich, Ryan Nealley, Kaleb and Grant Jacob 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.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including a letter to NH DES regarding chambered septic systems signed by the Selectmen and a change of time for the July 3rd Selectmen's meeting to 10:00AM. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Ryan Nealley-Candidate for Energy Commission-Introduction And Selectmen's Interview: Ryan Nealley was present and said he is interested in volunteering for the Energy Commission. He is a professional engineer for a company in Bedford managing projects throughout New England. He is originally from NH and moved to New Boston two years ago. He works in efficiency and thought the Energy Commission was a good fit for his experience. Energy Commission Chairman Susan Carr was present and agreed wholeheartedly saying Ryan has been very helpful to the Commission with great experience and education. There is room on the Commission for Ryan and a couple additional members. The Selectmen welcomed him. Joe moved to approve the appointment of Ryan Nealley to the Energy Commission for three years. Christine seconded the motion. All were in favor. 3-0

Item 2: Ed Hunter-Building Inspector-Building Department Update: Building Inspector Ed Hunter was present to update the Selectmen as follows:

- Eighteen new house permits were issued so far this year and thirty expected for the year.
- Renovation permit application numbers are typical for recent years.
- Building Department revenues are \$20,444 with \$25,539 in expenses as of June 1. These are close now but he does not expect to end the year this way as permit applications are

expected to decrease. Spring is the busy season. He expects this year's budget to be similar to last year.

- He has been doing a lot of mutual aid for Goffstown, filling in for their Building Inspector. Goffstown also hired an Assistant Building Inspector to help their department. The Goffstown and Weare Building Inspectors also fill in for Ed in New Boston when he is on vacation.
- Joe asked if code enforcement/compliance visitations are increasing in New Boston. Ed said these have increased some. He will review gravel operations soon to make sure they are in compliance with their site plans. There are a couple court cases going on to get some New Boston businesses into compliance. These items take time and affect revenues. The Planning Department also involves Ed when considering site plan approvals. Joe asked Ed to consider how this can be improved in the future.

Item 3: Gerald Cornett-Transfer Station Superintendent-Discussion Re: New dock For Additional Disposals: Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to update them on activities at the Transfer Station as follows:

- Transfer Station Improvements/Loading Dock/Material Storage: The Selectmen reviewed drawings of a two or three phase project planned at the Transfer Station for material storage and removal to make the Transfer Station more efficient and safe for the public and employees as the town grows.
 - He proposes Phase 1 to be done this year adding cement blocks and a concrete pad. Gerry will do most of the work. TK Danis, a New Boston concrete company, volunteered labor to put the concrete in at the cost of concrete. This phase is expected to cost \$5,500-6,000 for a 48'x16' loading dock. The first part of this phase will be paid from the miscellaneous line of the Transfer Station budget. It is usually used for projects at the end of the year but this project is planned to be done earlier in the year due to timing and ground conditions for the work. The Selectmen and trucker that ships material out of the facility recently toured the facility to see how the new arrangement would work and agreed to the project.
 - Phase 2 is to purchase overseas shipping containers at approximately \$3,000 each including delivery to keep at the Transfer Station for material storage. Gerry hopes to purchase three this year, with a total of nine planned. They will be secured in place. The benefits of extra storage are ease of loading, cutting load times, safer trucking, keeping staffing levels low, and storing materials until it is time to sell at the best price. These will replace the four current storage trailers purchased a few years ago at \$500 each that are wearing out.
 - Phase 3 will be covering the area to protect materials and employees from weather. This will keep the weight and cost of materials shipped from New Boston down and keep employees safer.
- Winter Operations/Weather Restrictions/Public Safety: Gerry has always tried to keep the Transfer Station open during regular hours despite weather conditions. As the facility gets busier and the town grows, he has become concerned about safety of residents and employees traveling to the facility during inclement weather. This past winter there were several storms that caused poor road conditions. The Transfer Station employees were working to keep the facility clear of snow and ice at the same time. There were concerns at these times with keeping the facility driveway clear to allow residents to travel into the

facility. Gerry would like a procedure for guidance and clarification on when the facility should be designated “essential personnel only” for safety and how to announce this. The town has several avenues now for announcements and the Town Administrator and Selectmen will work to create this procedure.

- Budget Forecasting The Future:
 - Gerry attended a conference in New York in May where he learned the future of disposal that is expected to become more expensive. New York is pushing single stream, a very expensive procedure. Trash prices are increasing as a way to make single stream more attractive. New Boston sorts recyclables, “Dual Sort”, to get true value for recyclables. Paper is a valuable commodity for New Boston as it is often able to sell paper above market value but paper becomes worthless in single stream.
 - Gerry has also been working with New Boston’s current trash contractor, Naughton, and was told they are losing money on New Boston’s contract due to the increasing trash prices. The contract is expected to change for next year.
 - Gerry is looking for new ways to make money at the Transfer Station. He would like to begin composting. Compost can be sold and will keep the weight of trash down, decreasing removal costs. The state is working on regulations for composting. The legislators are beginning to consider composting. The legislators asked Gerry to join a stakeholder’s commission and he is considering this. Gerry explained that RSA 149 suggests recycling, New Boston voted for mandatory recycling years ago. The way New Boston recycles is cost effective and helps the environment.

Item 4: Public Hearing-Second Reading-New Boston Fund Assets And Depreciation

Policy: The Public Hearing was opened at 6:36 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 Capital Assets and Depreciation Policy to use as a guideline and to provide control and accountability for the town’s capitalized assets and ensuring all recorded assets are classified properly and to come into compliance with the auditors recommendations. With no Public Comment the Public Hearing closed at 6:38 PM. Joe moved to approve and adopt the Capital Assets and Depreciation Policy. Christine seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 5: Adoption of Public And Non-Public Minutes of May 15, 2017: The Selectmen reviewed the Public Minutes of May 15, 2017. Joe moved the Public minutes of May 15, 2017 be accepted as presented. Christine seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public Minutes of May 15, 2017. Joe moved the Non-Public minutes of May 15, 2017 be accepted as presented and sealed for five years. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 6: Municipal Records Committee Appointment Recommendations For Approval:

Peter reported Deputy Town Clerk Cathy Strausbaugh presented this item to the Finance

Committee. Peter and Selectmen's Assistant Laura Bernard were also researching this item. Joe then recommended the town use Cathy's procedure as she is working toward a grant from the state library for the project. An internal Records Retention Committee is now recommended. Members will not need to go through the swearing in process. All individuals have been contacted and agreed to serve. Cathy will lead the group. Rodney wants to make sure record preservation is also a Committee goal. Joe said this is for record management, not preservation or archiving. The Committee will meet to discuss its charge and priorities. Joe suggested contacting St. Anselm College's Archivist for guidelines. Joe will serve on the Committee as it begins. A Selectmen's Representative will be added to the Committee makeup. Joe moved to accept the Records Retention Committee as submitted and amended. Christine seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 7: Resignation-Highway Department: Peter reported Clark Craig III resigned from the Highway Department by text message on May 30, 2017 and this was confirmed by the Road Agent's letter of May 31, 2017. Joe moved to accept Clark Craig III's resignation effective as of his May 30, 2017 text and Road Agent's letter of May 31, 2017. Christine seconded the motion. All were in favor. 3-0

Item 8: Town Administrators Report:

- Ridgeview Lane Tower-Landscaping: A meeting will be scheduled with Peter, the Road Agent, Mr. Abbott and Ridgeview neighborhood residents.
- Town Common Tree Cut: Peter reported Jeff St. John and Wayne Charest removed the lights June 2 when the Friendly Beaver Campground loaned its bucket truck. The tree will be removed soon. Christine noted other trees on the common seem to be suffering from the same condition as the Christmas Tree. Arborists have come in for consults in recent years. John Neville will donate a replacement tree and Lyn Lombard is selecting the tree with him.
- Town Common Cleanup and Manicuring: Peter reported sidewalks will be swept this week. Brickwork will be added to stonedust area by the parking lot to keep the stonedust from spreading over the grass and to keep the area looking nice. Landscaping and flowers will be added to the gazebo and monument areas. Joe suggested rotating vendor positions during the weekly Farmers Markets and suggested positioning in the back of the Common this year instead of the front.
- One Side Painting At Town Hall: Peter reported quotes were requested and one quote received from Erik Fey. Erik also painted the other sides as scheduled in past years.
- Cleaning Of War Memorial Monument: A quote is anticipated. This will be considered to be done with this year's budget although it is expensive and painstaking work.
- Financial Report-Update: Peter reported the budget is going well and as expected. Half of the budget is expected to be spent by July 1 and the budget is expected to be sufficient for the rest of the year.
- Utilities Lawsuit: Peter reported he learned on Friday that the towns involved in the first group of this lawsuit won in the Supreme Court. New Boston is part of the second group and hopes to receive the same ruling. This will remove a potential \$400,000-500,000 burden from the fund balance.
- The Selectmen denied a tax abatement requested by Verizon and Fairpoint for utility

poles.

Item 9: Selectmen's Reports:

Rodney reported he attended the recent Planning Board meeting where the following occurred:

- The Board approved the Pelletier sawmill cordwood operation.
- A sitewalk took place for the Jencks doggie daycare.
- The Board discussed the Master Plan.

G. PUBLIC FORUM:

Kaleb Jacob of Fraser Lane introduced his son, Grant, who attended tonight's meeting to earn his Community Citizenship Scout Merit Badge. The Selectmen noted running a town is similar to running a small business. They thanked Grant for attending and encouraged him to continue scouting.

Item 10: Possible Request for Non-Public per RSA 91-A:3, II(a) and (c): Joe made a motion to go into Non-Public session per RSA 91-A:II(a) and (c) at 6:56 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: Rodney made a motion to exit Non-Public Session at 7:05 PM. Christine seconded the motion. All were in favor. 3-0

Joe Moved to Seal the Non-Public Minutes for Five Years. Christine seconded and the motion carried 3-0.

ADJOURNMENT: Joe made a motion to adjourn the meeting at 7:06PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on June 19, 2017 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov
Handicap Access available**