

Adopted

Town of New Boston Selectmen's Meeting August 14, 2017

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

School Board Chairman Wendy Lambert, Transfer Station Manager Gerry Cornett, Road Agent Dick Perusse, Don Duhaime, Mark Evans, Karen Scott, Kaleb Jacob, Dwight Lovejoy and David Litwinovich 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 6:17PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including Hiring of Adam Baker and Christopher Frain as Highway Department Equip Operators, Hiring of Joseph Hewson as PT Transfer Station Attendant, Authorization for Purchase of Gravel (Bid waiver), Authorization for Purchase of Paving (Bid Waiver), Authorization for purchase of Materials/Paving (Bid Waiver) and Approval of updated Emergency Management Operating Plan –Chief MacDonald Submission of Materials. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

Kaleb Jacob of Fraser Drive was present and asked if the Bedford Road project is over budget. Peter noted the town expenditure report is included in tonight's public information packet including the Highway Department budget. The Highway Department is not over budget for the year so he expects the Bedford Road project is not over budget. The project is not broken down in the budget. Rodney also noted voters approved a Warrant Article for a portion of the Bedford Road project and a portion was paid from state aid and funds set aside in the Highway Department budget.

C. APPOINTMENTS:

Item 1: Don Duhaime-Discussion Re: Campbell Pond Road Maintenance: Bedford Road residents Don Duhaime and Mark Evans were present to meet with the Selectmen to request permission to pave Campbell Pond Road. They asked for clarification of the difference between Class 5 and Class 6 roads. The Selectmen said Class 6 roads are not town maintained but the town maintains ownership and the ability to take over the road at any time. Paving is not the difference between the road classes, plowing and regular maintenance is the difference. Campbell Pond Road is a town right of way Class 6 road. Don said he heard it was a "discontinued road." He has lived there for fourteen years and the town has done no

maintenance except for right of way. Don and Mark request permission to pave a 12' wide driveway on the road. They said they are the only people that use the road other than snowmobilers, four wheelers and walkers. Mark noted he has lived there for six years and the road often becomes a mess with potholes, he is not sure what maintenance residents are allowed to do and it might be a good time to pave it with all the work happening on Bedford Road due to its proximity to Bedford Road. He and Don will handle the paving but are asking the town for permission. Rodney spoke to Don about this on the phone and noted he is not in favor of paving it but offered to work together with road residents and the Road Agent to place material on the road to allow travel or the residents can do that. Rodney is not in favor of building on Class 6 roads because residents always want more from the town. They are allowed to build as a special exception as a special privilege but eventually residents want more. He thought when the next property owner moves in and sees it is paved, they will ask for more road maintenance. Joe also spoke to Don about the possibility of adding language to the deed. Christine said approximately fifteen years ago the Selectmen began adding a signed document to properties allowed on Class 6 roads saying the town can never be held responsible to maintain a Class 6 road. These documents are registered at the Registry of Deeds. Rodney was concerned that enforcement issues could occur. Don said he and Mark have no intention of ever holding the town responsible for maintenance. He also suggested attaching an addendum to the driveway permit and/or deed explaining how and why the road was paved. Rodney said it would have to be an addendum to the deed. Mark also noted the area of road requested to be paved is small due to the road angle off Bedford Road and the road is paved 20' in now. Don asked the Selectmen for official clarification of the difference between Class 5 and Class 6 roads. Joe will help him get the information, research the situation and discuss Selectmen concerns with the Planning Board. The Selectmen will discuss this at their September 18 meeting.

Eric Merrill-Discussion Re: Back Taxes: Not discussed as Eric was not present.

Acceptance of Grants: The Selectmen received information on the following grants:

- Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss funds toward the purchase of a skid steer. \$5,200 was received through the sale of the former skid steer and a \$3,700 grant from New Hampshire the Beautiful was awarded to the town today. This grant is not from taxation, it consists of donations from large companies. Joe moved to accept the \$3,700 grant from New Hampshire the Beautiful to be put toward the purchase of a skid steer. Christine seconded the motion. All were in favor. 3-0
- The Police Department received a \$2,000 grant from the NH Department of Safety for Cruiser technology equipment. Joe moved to accept the \$2,000 grant from NH Department of Safety Christine seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 2: Adoption of Public and Non-Public Minutes of July 17, 2017: The Selectmen reviewed the Public and Non-Public Minutes of July 17, 2017. Joe moved the Public minutes of July 17, 2017 be accepted as amended and the Non-Public minutes of July 17, 2017 be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 3: CIP Discussion Re: Town Selectmen Projects: The CIP program was discussed as follows:

- Peter reported CIP and budget time is beginning. The CIP Committee asked Planning Coordinator Shannon Silver to send out reminders to departments to get ready to discuss any projects they would be seeking funding for through the CIP program. Peter has nothing to add to the schedule this year except for revaluation amounts that are included each year along with the GIS Mapping Program. Peter asked the Selectmen if they had any items to put forward. Peter will bring forth the two items mentioned above at the next Selectmen's meeting for endorsement.
- Transfer Station Manager Gerry Cornett noted the Transfer Station had an item on the CIP Schedule in the past that was removed due to industry changes. This was composting. The industry has changed again and the state is moving forward with the program Gerry tried to begin years ago. Funding would be seven years away but he is trying to stay ahead and keep costs low and recommended adding equipment and a procedure for this to the CIP Schedule to begin discussion and consideration. This would prevent 11 lbs of wet waste from each household each week from going into the trash. This water weight could be composted. He expects grants will also be available and there could be an offset in expenses if other towns bring their material to New Boston at a fee. Rodney asked about third parties who are involved in this. Gerry said third parties are having a difficult time with it right now with putrefaction and anaerobic bacteria. It may be cheaper to throw it away but rules and regulations are expected to get composting to happen. He doesn't expect a private company to set something up but New York has been involved with this for 25-30 years. The Selectmen agreed Gerry should begin the process researching this and presenting it to the CIP Committee.

F. OTHER BUSINESS:

Item 4: Town Administrators Report:

- Update on Records Retention Committee: Peter reported the first meeting took place two weeks ago. Deputy Town Clerk Cathy Strausbaugh did a great job organizing the committee and everyone has a task. Cathy then worked with Police Department Administrative Assistant Cathy Widener to go through old paperwork kept in a safe.
- Ridgeview Lane Tower-Landscaping/Air Conditioning: A meeting is planned for Wednesday to review proposals from the neighbors. The Selectmen asked that this be the last meeting and would like decisions to be made at the meeting.
- One Side of Painting at Town Hall: Peter expects this to be done soon.
- Cleaning of War Memorial Monument: Peter is waiting until fall to make sure funds are available in the budget.
- YTD Expenditures and Revenues: Peter reported 40% of the operating budget is left and it is in good shape. He will continue to update the Selectmen at each meeting.
- Update on State of NH Block Grant Funds: Update on State of NH Block Grant Funds: New Boston will receive \$172,000 this year. Peter asked the Selectmen if they had any suggestions on where this money should be used. Decisions will be made in conjunction with the Road Agent. Funds can be carried over to next year but have to be designated before next year and can't be used for budgeted projects. Rodney noted the Road Agent has a ten year plan but suggested the funds be used for the Doherty Lane Bridge and that

a RFP or RFQ be developed for this project instead of the Highway Department as they are very busy. Rodney spoke to the Road Agent who said he would do it but has many other projects. Bridge replacement in that neighborhood is scheduled for five years and should also be considered in timing of this project and decision. The Selectmen asked the Road Agent and Town Engineer to prepare the RFP/RFQ. Clark Hill Road and Bunker Hill Road are also areas on the Road Agent's list where work is needed, among other locations.

Item 5: Selectmen's Reports:

- Forestry Committee: Joe is working on a narrative of the Colby Lot Management Plan and expects to be done soon.
- Rodney attended the recent Planning Board meeting where a request for a firearms dealer on Molly Stark Lane was approved. No customers will go to the house, all orders are online and through dealers. The site plan states "No foot traffic" as required by the property owner.
- Rodney reported the Planning Board also discussed a three lot subdivision at Indian Falls Road/Susan Road in place of a previously requested seventeen lot subdivision. One lot consists of 97 acres and a "No further subdivision" clause may be added to that lot. The Planning Board accepted the application as complete and a sitewalk took place.
- The Planning Board is continuing work on the Master Plan. There was no update at the last meeting but the Planning Board will discuss the Facilities chapter next month.

G. PUBLIC FORUM:

None.

Item 6: 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 6:54PM. 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 7:10 PM and Christine seconded the motion. All were in favor. 3-0

Joe moved to seal the Non-Public minutes for a period of five years. Rodney seconded. All voted in favor. 3-0

ADJOURNMENT: Christine made a motion to adjourn the meeting at 7:11 PM. Joe seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on September 5, 2017 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov
Handicap Access available**