

# Adopted

## Town of New Boston Selectmen's Meeting November 6, 2017

**PRESENT:** Joe Constance Selectman  
Rodney Towne Selectman  
Christine Quirk Selectman  
Peter Flynn Town Administrator Absent due to illness

Recreation Director Mike Sindoni, Selectmen's Assistant Laura Bernard, School Board Chairman Wendy Lambert, Fire Chief Dan MacDonald, Damien Fisher, George St. John, Karen Scott, David Litwinovich and Kaleb 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 6:00PM beginning with the Pledge of Allegiance.

**Consent Agenda-**The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including appointment of William J. Schmidt as an alternate to the Finance Committee. Christine seconded the motion. All were in favor. 3-0

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

None.

### **C. APPOINTMENTS:**

#### **Item 1: Mike Sindoni-**

**1A-Update on Recreation Department Activities and Programs:** Recreation Director Mike Sindoni was present to meet with the Selectmen and update them on Recreation Department activities and programs as follows:

- The Department will be busy with Basketball through mid-March. Teams have started practicing.
- The Department plans to combine the annual tree lighting and breakfast with Santa events this year December 3 from 4:00-6:00 PM on the town common. Santa will be there and there will be fire pits, s'mores and hot chocolate. There will be an ornament decorating station so children can decorate ornaments to put on the tree. Someone offered to donate a tree. The Fire Chief will research if insurance allows a live tree on the gazebo. The Community Church choir will sing at 6:00 PM.
- The next kids dance is in December.
- Groundskeeping: Mike spoke to the Town Administrator a few weeks ago as the 2011 homeowner grade riding mower the town and Recreation Department share for groundskeeping is not reliable and currently not running. George St. John is planning to work on it next year but it is expected to need a motor. He has been maintaining it over

the years and getting parts is becoming an issue. George has been doing the mowing and researched a new tractor with a bagger. He recommends a Scags commercial mower from Chappell Tractor. Chappell brought a demo machine to town Saturday and George and all who work on the groundskeeping used it to do all the mowing they normally do. A lot was accomplished in a comparatively short time and the tractor was easier to drive. A tractor with bagger and collection system would cost \$11,371 next year but the town can get \$500 off the purchase price if purchased this fall. It is expected to last 15 years. The warranty would start at the time of purchase. Rodney will discuss this with Peter to determine financing.

**1B-Seniors bus Warrant Article Proposed:** Mike reported the Recreation Department and Commission want to bring the minibus idea forward again this year. They considered it last year but decided not to put it on the 2017 ballot. The minibus would replace the 2005 van purchased in 2008 the Recreation Department uses for its Senior program. The Recreation Commission is meeting next week where Mike will bring the Selectmen's feedback to them. The Selectmen support this as a Warrant Article. Joe noted his wife has a lot of experience with handicap vans and she gave input to the Recreation Department. A cover will be needed to protect the electronic components of the lift. He noted the van is also used in other areas of town including Emergency Management situations and there is a possibility of partial funding due to use of the vehicle for these purposes. The Recreation Department and Selectmen are considering funding the van after trading in the current van at 70% through the town budget and 30% through the Recreation Department Revolving Account. Mike is still researching options and possibility of outside funding before the final decision is made. If the Warrant Article passes but outside funding is found, taxpayers would not be taxed for it. Mike noted the Recreation Department budget will be underspent by approximately this year as a result of staffing changes and asked if any of this savings could be used next year toward a minibus. The Selectmen said these funds will probably be used toward the mower as a minibus is a big decision for taxpayers.

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

**Item 2: Adoption of Public Minutes of October 16, 2017 and Non-Public Minutes of October 24, 2017:** The Selectmen reviewed the Public minutes of October 16, 2017. Joe moved the Public minutes of October 16, 2017 be accepted as presented. Christine seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of October 24, 2017. Joe moved the Non-Public minutes of October 24, 2017 be accepted as presented with the standard time for closure. Christine seconded the motion. All were in favor. 3-0

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

**Item 3: Wendy Lambert/NBCS Board Re: New Generator:** School Board Chairman Wendy Lambert and Emergency Management Director Dan MacDonald were present to revisit joint efforts of the town and School District to replace the current NBCS generator. The age of the current generator is unknown but it is old, unreliable and has failed a couple times. It has a manual switch so when power goes out a specially trained person has to go to the school, turn the power off with several switches and then turn the generator on. The person has to know what to do and not many do. An automatic transfer switch and new location for a new generator are preferred. A whole school generator at \$120,000 was proposed a couple years ago. The quote for a whole school generator is now \$140,000. To replace the current generator with a similar

capacity generator and an automatic transfer switch is approximately \$40,000-45,000. The location of the current generator is not ideal as it is in the playground and far from the electrical power room (near the kitchen on the other side of the building). Sitework for a new location could cost approximately \$10,000.

Funding options were discussed. The NBSD Building and Renovation CRF has a current balance of \$234,000. This CRF is expected to be used to replace the roof near the library and other facility needs. Joe noted the Building and Renovation CRF is capped at \$250,000 and the \$40,000 for a generator and \$10,000 for sitework could be paid from the Building and Renovation or 2.5% Contingency Fund CRFs. He said he would be more in favor of the town helping with the cost of the NBSD did not have CRFs raised through general taxation. Wendy noted the 2.5% Contingency Fund can only be used for an emergency or for tax relief. Joe said the generator qualifies as an emergency. Wendy also noted the School District plans to use the 2.5% Contingency Fund to cover tuition for unknown and unplanned for middle and high school students who move into town after the budget is finalized. Thirty-three of these students moved to town in one recent year before the School District had the 2.5% Contingency Fund. Joe also noted concern of a possible increased tuition rate due to a Goffstown budget calculation error. Christine agreed with Joe. Rodney noted the town may be able to help out with an in-kind donation of town equipment and labor for generator installation and share in the cost of an automatic transfer switch, justified by the Emergency Management factor. He requested better quotes.

Refrigeration in the kitchen is a priority to protect with the generator to prevent the expense of food loss due to spoilage. The town uses the school and generator during Emergency Management situations. These are very serious and needed services to the town and the generator needs to be reliable. The Selectmen are not in favor of powering the whole school and don't expect school to be held if there is no power at the school as residents probably won't have power at those times as well. The School District is considering a whole school generator to offer a safe, warm place to hold school during power outages where lights and bathroom facilities would be available to students and, if school was held in conjunction with the emergency shelter, students would be kept in their classrooms, away from the shelter in the gym. Dan will help the SAU Facilities Director research a new generator as a team.

**Item 4: Adoption Of Selectmen's 2018 Meeting Schedule and Town's 2018 Holiday**

**Schedule:** The Selectmen reviewed their 2018 meeting schedule and changed the July 2 meeting to 6:00 PM. The Selectmen reviewed the town holiday schedule and all matched up with federal holiday schedule. Selectmen's Assistant Laura Bernard was present and noted that Christmas Day is a Tuesday in 2018. This occurred in 2009 or 2010 when the Board agreed to approve Christmas Eve Day as a one-time town employee holiday. If the Selectmen do not want to add a holiday, Veteran's Day falls on a Sunday in 2018. Veteran's Day is noted as a holiday for 2018 and it could be traded for Christmas Eve Day to keep the same number of holidays. The Selectmen agreed to trade Veteran's Day to allow Christmas Eve Day as a 2018 holiday. Joe moved to approve the Selectmen's Meeting Schedule and Town Holiday Schedule as amended. Christine seconded the motion. All were in favor. 3-0

**F. OTHER BUSINESS:**

**Item 5: Mapping Vendor-Discussion and Recommendation:** Peter and Laura have been working on finding a replacement town mapping vendor as the vendor formerly used is no longer available. Peter and Laura found two companies. One is Avitar, a vendor the town uses in most Town Hall departments and who was recommended by the competitive vendor. Avitar proposed two options. Joe noted option 2 is substantive and the cost is reasonable compared to other vendors the town considered. Rodney noted he spoke to Peter about this tonight. Peter recommended option 1 and considered option 2 next year. Joe requested references from other towns that use option 2 from Avitar to learn if there are any errors or inconsistencies as it could be wasted time to start with option 1 if other towns find option 2 reliable. Laura expects to have this research complete by the next Selectmen's meeting. The information from option 2 is expected to tie into assessing data in the future.

**Item 6: Town Administrators Report:**

- CIP Report: The CIP Committee completed its process and prepared its annual chart. This will be reviewed and approved at the November 14 Planning Board meeting as noted on the town website calendar when you click on the Planning Board meeting.
- Update on Expenditures and Revenues: The budget is where it should be.

**Item 7: Selectmen's Reports:**

- Joe reported the Planning Board is continuing legal activity at sites where violations were found.
- Confirmation of successful evaluation of Town Administrator-Motion to continue Mr. Flynn's employ with the town for one year effective September 1, 2017 to September 1, 2018.

**Item 8: Announcement of Settlement of Alexandra Drake vs. Town of New Boston:** Joe moved to approve the settlement agreement. Christine seconded the motion. All were in favor. 3-0 Karen Scott of Dane Road was present and asked if the agreement is public and Kaleb Jacob of Fraser Drive was present and asked if all parties named in the lawsuit are part of the agreement. The Selectmen noted under section of 14 of the agreement, the Selectmen's only statement is the matter is resolved, the agreement is public and only available upon request at the Town Clerk's office.

**G. PUBLIC FORUM:**

None.

**Item 9: Request for Non-Public per RSA 91-A: 3, II (a) (b) and (c)-Personnel-Dick Perusse:** Joe made a motion to go into Non-Public session per RSA 91-A: II (a) (b) and (c) Personnel at 6:59 PM. Christine seconded the motion. All were in favor. 3-0-Poll Vote: Rodney-yes, Joe-yes, Christine-yes. The Board then entered non-public session.

**Move to exit Non-Public Session:** Joe made a motion to exit Non-Public Session at 7:10PM. Christine seconded the motion. All were in favor. 3-0

**ADJOURNMENT:** Christine made a motion to adjourn the meeting at 7:15PM. Joe seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room on November 20, 2017 (6:00 PM)**