

Adopted

Town of New Boston Selectmen's Meeting April 16, 2018

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

Police Chief Jim Brace, Transfer Station Manager Gerry Cornett, School Board Chairman Wendy Lambert, Fire Inspector Eric Dubowik, Officer Charles Gauvin, Sergeant Stephen Case, Police Department Administrative Assistant Cathy Widener, Deputy Town Clerk Cathy Strausbaugh, Sergeant Ryan MacLean, Karen Scott, Keith Gentili, David Litwinovich, Grant and Kaleb Jacob and approximately twenty other members 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 Joe Constance at 6:00PM beginning with the Pledge of Allegiance. The Selectmen announced that Town Clerk Irene Baudreau passed away suddenly today and noted that she was a very loyal, excellent, long time town employee who recently retired.

Consent Agenda-The Selectmen signed the consent agenda. Rodney moved to approve the consent agenda including reappointment of Mark Suennen to the SNHPC. Christine seconded the motion. All were in favor. 3-0

Special Agenda Item: Swearing In Of Officer Charles Gauvin and Promotion of Stephen Case of the New Boston Police Department

Police Chief James Brace introduced Officer Charles Gauvin noting Charles was the top candidate out of 103 applications throughout the process of filling the position left vacant by the passing of Officer Brandon Tucker. He has been employed as a butcher and as a part time officer in the Billerica Police Department and is working toward a degree in criminal justice. He will attend the Full Time Police Academy effective April 30. Deputy Clerk Cathy Strausbaugh swore him in, he was pinned by his girlfriend Emily and congratulated and welcomed by the Chief and Selectmen.

Police Chief James Brace introduced Officer Stephen Case who successfully completed the Sergeant promotional process in 2016 with only three years of experience and was promoted to Senior Patrolman that year. He completed the required one year probationary period in October 2017 and was permanently appointed Senior Patrolman. Lieutenant Masella retired in 2017 leaving the Department short one supervisor. Since then Officer Case has demonstrated his ability and readiness to lead junior patrol officers. He is a department field training officer, taser instructor, DARE instructor and prosecutor with great success in the courtroom. He is a valuable resource for junior officers and has received many cards and letters of commendation from the

public. He participates in CHAD Police v. Fire fundraising events and has raised over \$15,000 for that charity and performing exceptionally well during the events. He was promoted to Sergeant, took the oath of office from the Chief, was pinned by his wife Bethany and congratulated by the Chief and Selectmen.

B. PUBLIC FORUM:

Karen Scott of Dane Road was present and asked if the town has determined a target area for impact fees. The Selectmen said a target area has not yet been determined but the town is considering impact fees for developers as impacts to town services are expected to be affected. The Planning Board is planning to draft an ordinance this year. The first step is to enact an ordinance to allow the Selectmen to implement the impact fees.

C. APPOINTMENTS:

Item 1: Gerry Cornett-Discussion Re: Bathroom Installation at Transfer Station; Solid Waste Disposal Contract (Draft): Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss the following:

- Two bids were submitted for the proposed bathroom improvement project at the facility. Gerry recommended AMP Plumbing and Heating. This project is expected to take 2.5 days to complete. This project is needed as nothing has been changed since the facility was built in the late 1980's. The water lines have been freezing and this project will run the lines in a location to prevent freezing. Rodney moved to accept AMP Plumbing and Heating's \$5,740 bid for plumbing upgrades at the Transfer Station and expenses for any other expenses for necessary improvements incurred at the same time be taken from the trust fund. Christine seconded the motion. All were in favor. 3-0
- The town is in the final year of the solid waste disposal bid contract. Bids are drafted for solid waste disposal and trucking to lock in for three years as it is getting increasingly difficult to move material. The Selectmen will review the drafts at the next meeting and Peter will subsequently put out the RFPs.

D. OLD BUSINESS:

Item 2: Second Reading-Public Hearing-Street Naming Change Proposal: The Public Hearing opened at 6:19 PM. Fire Inspector Erik Dubowik was present to meet with the Selectmen to discuss a list of three street names that could be affected by a request from state 911 Emergency System reviewers. This came up due to confusion that can be caused if Mutual Aid responders can't get to a location in an emergency as they are unfamiliar with New Boston roads. These are Lyndeborough Road, Helena Drive and Cochran Hill Road. Christine noted the campground she owns is on Cochran Hill Road and she is not in favor of changing the name. There have not been many issues with emergency response due to the road name since she has owned the campground. The portion of Helena Drive near Weare could be changed to Newman Wilson Road as it is connected to a Weare road with that name. A portion of Lyndeborough Road could be changed. The Selectmen were not able to visit each area to determine where the name change should take place but they plan to do so before the third reading. Peter and Erik will work together to contact residents of the portions of Helena Drive and Lyndeborough Road that would be affected by a name change. There were no questions or comments from the

public. Rodney moved this item to a third reading. Christine seconded the motion. All were in favor. 3-0 The Public Hearing closed at 6:25 PM.

Item 3: Adoption of Public Minutes and two sets of Non-Public Minutes of April 2, 2018:

The Selectmen reviewed the Public minutes of April 2, 2018. Rodney moved the Public minutes of April 2, 2018 be accepted as amended. Christine seconded the motion. All were in favor. 3-0 The Selectmen reviewed the first set of Non-Public minutes of April 2, 2018. Christine moved the first set of Non-Public minutes of April 2, 2018 be accepted as presented and sealed for the standard amount of time. Joe seconded the motion. All were in favor. 3-0 The Selectmen reviewed the second set of Non-Public minutes of April 2, 2018. Christine moved the second set of Non-Public minutes of April 2, 2018 be accepted as amended and sealed for the standard amount of time. Rodney seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 4: Web Page Design Enhancements-Update Information-Peter Flynn: Joe noted the Selectmen received concerns that the town web page is clunky and dated. An update is available to purchase from the current web page provider VirtualTownHall and the town will have to do some work reorganizing and simplifying. VirtualTownHall will provide training to departments to post individually instead of having one person at the Town Hall posting updates as is currently done. The Selectmen reviewed the contract and service agreement noting the cost at \$1,600 per year for three years. Peter noted money is available in the budget. The town is excited about this change and will work to make it successful. The Selectmen approved.

F. OTHER BUSINESS:

Item 5: Softball Field Update Re: Legal Inquiry Re: Dugout-Peter Flynn: Peter noted this was discussed at the last meeting after Glen Dodge asked the Building Inspector if a new dugout could be constructed at the softball field. The town researched property line and ownership issues and requested a legal opinion on if a dugout would be considered new construction as the deed allows reconstruction. The Selectmen conditionally approved the proposed dugout construction at that meeting pending legal review of the deed. Town counsel reviewed the deed and determined the dugout construction is allowed. Peter notified Willard and Glen Dodge and the Recreation Department.

Item 6: Town Administrators Report:

- Street Name and Number Project: As above.
- Record Retention Update: Committee Chairman Cathy Strausbaugh was present and reported a letter of intent for a grant was sent. The Committee then learned the grant does not cover vital records and town reports. Cathy discussed digitizing Molly Stark Cannon records with the Historical Society and this proposal was sent in the grant application that is pending approval.
- Building Inspector Resumes: The position was reposted and advertised from which unqualified applications were received.
- Letters sent to Senator Sanborn and Governor Sununu re HB 1673 as requested.
- Hazmat cleanup complete on River Road.
- Finance Committee draft schedule created for upcoming budget season for Selectmen and

Finance Committee member review and approval.

Item 7: Selectmen's Reports:

- Forestry Committee: Joe reported the Christmas Trees for the proposed project with first graders are coming in April 23. The Committee will pick up the trees and the date for first graders to plan them will be scheduled. Joe and Chairman Tom Miller will prepare the area. Tom and Graham Pendlebury are planning a cut for the Lydia Dodge lot and drafting a bid.
- Rodney reported the Planning Board reviewed the following at its recent meeting:
 - The status of the Forestview II wetland crossing permits.
 - A draft copy of the overlay map of current and future zoning districts. Zoning at the Air Force Tracking Station was reviewed and determined to currently be zoned according to a 2000 Warrant Article. This could be zoned commercial in the future if the government releases the property.
 - Wright Drive has cracking pavement. All parties agreed it should be cracksealed at the developer's expense.
 - An alternate to the SNHPC is needed as Joe's term has ended.
 - The Planning Board will review applications for the Engineering Contract.

G. PUBLIC FORUM:

School Board Chairman Wendy Lambert offered help to the Forestry Committee for the Christmas tree project with first graders.

Karen Scott of Dane Road asked if the case is closed now that the hazmat cleanup is complete at the River Road property. The Selectmen said no as it includes pending legal issues. Karen asked if the final inspection is done and the Selectmen said yes but there are legal issues pending.

Item 8: Request for Non-Public per RSA 91-A:3, II(a)(b)(c): Joe Constance moved to go into Non-Public session per RSA 91-A:II(a)(b)(c) at 6:44 PM. Rodney Towne 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: Rodney made a motion to exit Non-Public Session at 7:16PM. Christine seconded the motion. All were in favor. 3-0

Christine moved to seal the minutes for five years. Rodney seconded the motion. All were in favor. 3-0

ADJOURNMENT: Rodney made a motion to adjourn the meeting at 7:16PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on May 7, 2018 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov
Handicap Access available**