

TOWN OF NEW BOSTON
New Boston Select Board Meeting

September 11, 2023

APPROVED

In attendance at New Boston Town Hall: Kary Jencks and William McFadden
In attendance remotely: Donna Mombourquette

A. CALL TO ORDER: A meeting of the Board of Selectmen was called to order by Kary Jencks at 6:32PM beginning with the Pledge of Allegiance. The Board also held a moment of silence in remembrance of September 11th.

Consent Agenda- The Selectmen reviewed the September 11, 2023 consent agenda.

Bill McFadden moved to approve the September 11, 2023 consent agenda items including payroll, Accounts Payable and other signed official documents. Seconded by Donna Mombourquette.
Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and Bill McFadden – aye; 3-0-0 motion carried unanimously.

1st PUBLIC COMMENT:

Kary Jencks stated that this is a business meeting of the New Boston Select Board. Comments and feedback are welcomed but because this is not a public forum or public hearing, comments will be on the agenda items only. Dialogue or answering of questions will not be part of the meeting. Should you have an issue you wish to discuss, please communicate with Maralyn Segien, Executive Assistant, who will contact the Select Board to answer your concern, or potentially schedule your appearance before the Board at a later date. The Board appreciates your understanding and cooperation.

Seeing no public comment, Kary Jencks closed the first session.

APPOINTMENTS

None.

New Business

Item 1: Acceptance of Donations of American Flags and Ice-Skating Rink Supplies

Bill McFadden stated that the Board is honored to accept these donations, which will go a long way toward Town programs.

Donna Mombourquette moved to accept the \$1,000 donation for the New Boston Ice Skating Rink and the \$200 donation for new American flags in Town from Mr. Al Chau. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Old Business

Item 2: Approval of Public Meeting Minutes of August 28, 2023

TOWN OF NEW BOSTON
New Boston Select Board Meeting

September 11, 2023

APPROVED

Donna Mombourquette moved to approve the August 28, 2023 meeting minutes, as submitted. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Item 3: Town Administrator Search

Kary Jencks explained that the Town Administrator interview dates need to be changed to September 25-26, due to availability of one candidate. The schedule for these interviews will be from 9am-3pm with a lunch break. She noted that David Craig is no longer able to serve on the Search Committee and Derek Horne, Goffstown Town Administrator, will step in to fill this position. The Department Heads and community members will meet this week with Maralyn Segien to discuss the interview questions and review the candidate applications.

Donna Mombourquette and Bill McFadden thanked Kary Jencks for all of her efforts and those of Staff members as well.

Item 4: Mill Street Lighting-Bill

Bill McFadden stated that he and Kary Jencks recently drove Mill Street to examine this problem. He stated that he believes the lighting should remain as it is at this time. The Town previously offered to allow a resident on the corner to remove some of the lighting at his own expense, but this has not been responded to. He does not believe there has been enough reasoning shown to reinstall another light that was previously removed, as there is ambient lighting throughout the neighborhood.

Donna Mombourquette noted that the Board did not previously vote on removal of the light in this area. This was addressed by prior Town Administrator Branscombe. She noted that she believes residents have a responsibility to light their properties.

The Board agreed that Bill McFadden would respond to the resident on Mill Street via a letter.

Item 5: Vote to Accept the New Boston Police Department Highway Safety Grant in the Amount of \$8,200 Effective 10/1/23-9/30/24

Donna Mombourquette moved to accept the Highway Safety Grant in the amount of \$8,200 effective October 1, 2023 – September 30, 2024. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Reports

Item 6: Select Board Reports

TOWN OF NEW BOSTON
New Boston Select Board Meeting

September 11, 2023

APPROVED

Kary Jencks explained that most of her time has been spent with the Town Administrator Search Committee. She continues to work with Rita Donaldson regarding Department budgets. These should be completed by Thursday and presented to the Board during a future non-public session.

Bill McFadden stated that he spent time reading and responding to emails. He attended a Solid Waste Committee meeting and there is a new person who has joined the Committee and is very interested. He explained that he researched the Fair Labor Standards Act regarding timecards for salary employees. He noted that allowing for clock in/out times would allow the Town to monitor this information and ensure compliance.

Kary Jencks agreed that it would be helpful for taxpayers to understand where employment funds are spent. Bill McFadden explained that he wants to make sure the policy is correct and being followed. Donna Mombourquette agreed that this could be passed onto Maralyn Segien for inclusion to be discussed by the Policy Committee.

The Board agreed to review the Personnel Policy section-by-section and hopefully allow the new Town Administrator to have a role in this process as well, depending on timing.

Bill McFadden noted that Donna Mombourquette sent a memo in December regarding when agenda documents can be released to the public. He complimented the new memo for guidance to post documents prior to the SB meeting. He asked if this is being followed. Donna Mombourquette stated that there is no intent for the Board to hide documents from the public. This is a matter of timing and staff schedules. Members of the public can always come into the office to review documents at their leisure. Every effort will be made to make agenda documents available to the public the Monday before a meeting. Adjustments will likely need to be made to the budget regarding staff time for this item in the future.

Donna Mombourquette thanked the Fire Department and First Responders for the September 11th remembrance this morning. She explained that the Board will review the draft Code of Conduct on October 9th. Regarding Comcast's broadband matching grant initiative, this will be reviewed by the Energy Commission before coming to the Board. It is unclear if matching funds are available. She noted that the Employee Appreciation Luncheon will be catered this year by Northeast Café. The Town will use the same amount of money allocated for this event from last year, along with money from Board members in order to fund the luncheon.

2nd PUBLIC COMMENT:

Kary Jencks stated that this is a business meeting of the New Boston Select Board. Comments and feedback are welcomed but because this is not a public forum or public hearing, comments will be on the agenda items only. Dialogue or answering of questions will not be part of the meeting. Should you have an issue you wish to discuss, please communicate with Maralyn Segien, Executive Assistant, who will contact the Select Board to answer your concern, or potentially schedule your appearance before the Board at a later date. The Board appreciates your understanding and cooperation.

TOWN OF NEW BOSTON
New Boston Select Board Meeting

September 11, 2023

APPROVED

Karen Scott, 110 Dane Road, asked how the Town Administrator Search Committee interview process will occur. Kary Jencks explained that there are currently four candidates and three pods of interviewers. One candidate may have to sit in a secluded room while waiting for a pod to be available. Once the final list of Committee members is available, there could also be an opportunity to create four pods, but as there are only three Board members, three pods was seen as a better choice.

Seeing no additional public comment, Kary Jencks closed the second session.

Request for Non-Public per RSA 91-A: 3, II (c)

Donna Mombourquette moved to enter into Non-Public per RSA 91-A: 3, II (c) at 7:12pm. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Kary Jencks moved to exit Non-Public session at 7:38pm. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Bill McFadden moved to seal the Non-Public meeting minutes for five years. Seconded by Donna Mombourquette.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

ADJOURNMENT

Kary Jencks moved to adjourn the meeting at 7:40pmpm. Seconded by Bill McFadden.

Roll Call Vote: Kary Jencks – aye; Donna Mombourquette – aye; and William McFadden – aye; 3-0-0 motion carried unanimously.

Respectfully submitted,
Kristan Patenaude

Next Scheduled Meeting: September 25, 2023