

TOWN OF NEW BOSTON  
New Boston Select Board Meeting

January 3, 2024

**APPROVED**

1 In attendance at New Boston Town Hall: Donna Mombourquette, William McFadden

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3 **A. CALL TO ORDER:** A meeting of the Board of Selectmen was called to order by Donna  
4 Mombourquette at 6:00PM.

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6 **Requests for Non-Public** per RSA 91-A: 3, II (e)

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8 **Donna Mombourquette moved to enter into Non-Public Session per RSA 91-A:3, II**  
9 **(e) at 6:00 pm. Seconded by Bill McFadden.**

10 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
11 **motion carried unanimously.**

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13 **Donna Mombourquette moved to exit Non-Public Session at 6:55pm. Seconded by**  
14 **Bill McFadden.**

15 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
16 **motion carried unanimously.**

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

20 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
21 **motion carried unanimously.**

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23 *The Board resumed Open Session at 6:56pm with a Pledge of Allegiance.*

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25 Donna Mombourquette noted that the Executive Assistant is currently out due to illness. The  
26 Board will thus not review a Consent Agenda or previous meeting minutes at this time. Bill  
27 McFadden noted that there were documents released for this evening's meeting that were  
28 supposed to be released but these were not posted or released. He asked that members of the  
29 public contact him if they would like copies of these documents.

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31 **1<sup>st</sup> PUBLIC COMMENT:**

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

39  
40 Seeing no public comment, Donna Mombourquette closed the first session.

41  
42 **Appointments**

43 **Item 1:** Engineer Kevin Leonard and Assistant Fire Chief Brian Dubreuil: Proposal for Drainage  
44 at New Fire Station Location

January 3, 2024

**APPROVED**

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46 Kevin Leonard discussed proposed drainage for the new Fire Station location. The design team is  
47 proposing using a sliver of land between the property and the Library property, which are both  
48 owned by the Town. There are wetlands on this site which will be surveyed. An open stormwater  
49 basin would be less expensive and easier for maintenance. There will still be a pedestrian  
50 walkway that runs through the area.

51  
52 **Donna Mombourquette moved to approve the usage of the identified piece of**  
53 **property Map Lot 8-111 to be added to Map Lot 8-110-2 for the purposes of**  
54 **drainage, if necessary. Seconded by Bill McFadden.**

55 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
56 **motion carried unanimously.**

57  
58 **Old Business**

59 **Item 5:** Review Highway Department Bids for Encumbrances – *The Board took up this item at*  
60 *this time.*

61  
62 Benji Knapp explained that he only receive one stone crushing bid for \$4.10 per ton. The  
63 encumbrance previously made by the Board would cover this amount and he would like to keep  
64 it at this time.

65  
66 **Donna Mombourquette moved to award the contract for gravel crushing to Big**  
67 **Footo Crushing LLC for a rate of \$4.10 for crushing per ton. Seconded by Bill**  
68 **McFadden.**

69 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
70 **motion carried unanimously.**

71  
72 Benji Knapp stated that he also sought an RFP for sheet rocking of the new addition. He  
73 requested to award the bid to C.S. McLain Construction LLC.

74  
75 **Bill McFadden moved to award the contract to C.S. McLain Construction LLC for**  
76 **sheet rocking and associated activities at the Highway Station garage for \$7,000.**  
77 **Seconded by Donna Mombourquette.**

78 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
79 **motion carried unanimously.**

80  
81 Bill McFadden read into the record a proposed 2024 warrant article to replace fire and security  
82 systems for the Highway Department, Town Hall, Transfer Station, new Fire Station, Police  
83 Station addition, and Parks and Rec. The cost estimate for the fire systems is \$91,530 and the  
84 cost for the security systems is \$16,250 totaling \$107,780 with a five percent amount for  
85 potential unforeseen issues. The warrant article is thus proposed at a cost of \$115,000.

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87 The Board discussed the previously approved encumbrance of \$20,242.50 for Continental  
88 Paving and the associated Transfer Station budget line items.

January 3, 2024

**APPROVED**

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**Bill McFadden moved to award the contract for excavating existing asphalt, grading, and paving for the amount of \$20,242.50 to Continental Paving, encumbered from the line items as discussed. Seconded by Donna Mombourquette. Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0 motion carried unanimously.**

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**Item 7:** Continued 2024 Warrant Article Discussion – *The Board took up this item at this time.*

The Board discussed Article 8 and increasing the amount to \$890,000. Kevin Leonard gave an update on this item.

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Regarding Article 11 and the agent to expend, the Board agreed to change this from the Fire Wards to the Select Board in order to stay consistent with other CRFs.

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Regarding Article 25, Gerry Cornett asked that this article be removed. He has reduced his budget by \$7,000 and believes that this is a mandated item that should not be voted on. The Board removed the article and stated that it would be part of the operating budget.

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The Board discussed Article 26, regarding the escalating costs of a contract and how to best handle this within a default budget.

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**Item 8:** Continued 2024 Budget Discussion – *The Board took up this item at this time.*

Donna Mombourquette stated that, regarding the Select Board budget, the salary for the Town Administrator was upped at the recommendation of MRI.

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The Board discussed the health insurance and retirement/457b line items. There was discussion regarding creating enrollment periods.

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There was discussion regarding the funding of the Building Inspector position.

Jennifer Allocca stated that the current proposed budget request is for \$6,707,095. This is an increase of \$891,642 from the default budget.

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**New Business**

**Item 3:** Establishment of the Fire Station Advisory Committee

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Bill McFadden read the draft mission statement for the Fire Station Advisory Committee. He noted that one member of the proposed Committee is on the local newspaper and could communicate about the Committee’s meetings in that way. Bill McFadden stated that he would also be willing to continue as liaison to this group in order to report back to the Board. The meetings will also be livestreamed. Donna Mombourquette suggested that ongoing, consistent communication will be key.

January 3, 2024

**APPROVED**

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**Bill McFadden moved to establish the Fire Station Advisory Committee. Seconded by Donna Mombourquette.  
Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0 motion carried unanimously.**

**Old Business**

**Item 4:** Approval of Public Hearing Minutes of December 18, 2023 and Public Meeting Minutes of December 18, 2023

The Board tabled discussion on this item to a later date.

**Item 5:** Review Highway Department Bids for Encumbrances

*This item was previously discussed.*

**Item 6:** Continued 2023 Encumbrances Discussion

*This item was previously discussed.*

**Item 7:** Continued 2024 Warrant Article Discussion

*This item was previously discussed.*

**Item 8:** Continued 2024 Budget Discussion

*This item was previously discussed.*

**Internal Reports**

**Item 9:** Select Board Reports

Donna Mombourquette did not have anything to report.

Bill McFadden explained that there was a Solid Waste Advisory Committee on December 18<sup>th</sup>, an Energy Committee meeting on December 19<sup>th</sup>, Fire Station Advisory Committee meeting and a joint meeting with that group and the Energy Committee on December 20<sup>th</sup>, and performance reviews on December 30<sup>th</sup> and January 2<sup>nd</sup>.

**2<sup>nd</sup> PUBLIC COMMENT:**

Donna Mombourquette 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

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177 potentially schedule your appearance before the Board at a later date. The Board appreciates  
178 your understanding and cooperation.

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180 Karen Scott, 110 Dane Road, noted that Article 22 was voted down last year but funded using  
181 reserve funds. The request is now for an additional amount to be taxed. The Board is now trying  
182 to do the same thing with the budget finance software article. She stated that it is a disservice to  
183 the Town to fund this new software, switch all employees over to it with the caveat that it could  
184 be removed in a future year, knowing that it would then likely be at too great a cost to actually  
185 do.

186  
187 Seeing no additional public comment, Donna Mombourquette closed the second session.

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189 **Item 2:** Personnel Policy Committee-First Reading Personnel Policy Revisions-Storm Leave,  
190 Personal Leave, Vacation Leave, Sick Leave

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192 Donna Mombourquette suggested that a background of this item be submitted from the Policy  
193 Committee to the Board for review.

194  
195 The Board tabled discussion on this item to a later date.

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197 **ADJOURNMENT**

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199 **Donna Mombourquette moved to adjourn the meeting at 9:10pm. Seconded by Bill**  
200 **McFadden.**

201 **Roll Call Vote: Donna Mombourquette – aye; and William McFadden – aye; 2-0-0**  
202 **motion carried unanimously.**

203  
204 Respectfully submitted,  
205 Kristan Patenaude

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207 **Next Scheduled Meeting: Public Budget Hearing Tuesday, January 16, 2024**  
208 **Whipple Free Library**