

Approved

Town of New Boston Selectmen's Meeting May 16, 2022

<u>PRESENT:</u>	Donna Mombourquette	Selectman
	David Litwinovich	Selectman
	Jennifer Brown	Selectman
	Paul Branscombe	Town Administrator

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Donna Mombourquette at 5:50PM beginning with the Pledge of Allegiance.

Request for Non-Public-Per RSA 91-A:3, II(c): David moved to enter Non-Public session per RSA 91-A:3II(b) at 5:50PM. Jennifer seconded the motion. All were in favor. 3-0

David moved to exit Non-Public Session at 5:59PM. Jennifer seconded the motion. All were in favor. 3-0

Consent Agenda- The Selectmen reviewed the May 16, 2022 consent agenda. David moved to approve the May 16, 2022 consent agenda items including payroll, Accounts Payable and other signed official documents. Jennifer seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

Donna noted the Board always welcomes public comment and feedback. There are two opportunities for public comment, one at the beginning of the meeting and then another at the end. Comments will be confined to issues on the agenda only. The Board asks that if you have issues or questions that need to be brought before the Board, please fill out a request to appear form and send it to the Town Administrator beforehand. Upon review of the request, you may be placed on a future meeting agenda or have your problem resolved by the Town Administrator. Anyone with a comment is asked to comment as per the rules for live meetings and state your name and address for the record and that comments be respectful and thoughtful. The Board will listen, but public comment is typically not back and forth. Seeing none, Donna closed the first session.

C. NEW BUSINESS:

Item 1: Introduce new Building Inspector – Will Dinsmore: Paul introduced Will Dinsmore who has been hired to replace retiring Building Inspector Dan Kramer. Will noted he is excited to serve. He has always worked in the trades in various aspects and has most recently worked as a home inspector. He is working to obtain all necessary certifications. Dan and Goffstown

Building Inspector Mark Tessier will train Will this week. The Select Board welcomed him and invited him to meet the Planning Board soon.

Item 2: Lighting on Mill Street – Bill McFadden & Paul Branscombe: Energy Commission member Bill McFadden reported all streetlights are now converted to LED. On March 10, 2022 Bill received an e-mail from a Mill Street resident noting light is shedding into his house at night. Bill visited in the evening and noted the same then contacted Affinity Lighting who suggested a shade for the bulb. It was installed but the resident says it is not enough to prevent light from shedding into his house. Bill and Paul considered removing the light fixture, it was removed and stored for parts. A second resident also noted light is shedding into their house from another fixture. Paul noted funds are not available to remove another fixture. A third resident has noted concern that the fixture has been removed. Bill suggested a meeting be held with Mill Street residents. This is the only town area where residents have noted concerns with the light fixtures. Police Chief James Brace has noted it is a non-security issue. It is unknown how long the fixtures have been in place. Donna moved to suspend the Select Board meeting rules to allow Mill Street resident Bill Morrissey to speak. Jennifer seconded the motion. All were in favor. 3-0 Bill Morrissey noted the fixture he is concerned with has been in place for twenty years for safety reasons as there was no demarcation on the road at the time and to illuminate the parking area as there was a veterinary clinic in his property at the time with late hours. The road is now well marked. The Select Board agreed a meeting should be planned with Mill Street residents. Paul will schedule the meeting.

Item 3: ARPA Funds discussions – Jennifer Allocca: Finance Director Jennifer Allocca was present to update the Select Board on the status of the American Rescue Plan Act funds. New Boston is going to receive \$617,000. \$308,000 has already been received, deposited and earning interest. The remaining payment is anticipated in June or July 2022. There was discussion of using these funds to expand broadband service to residents who do not have it but there is now infrastructure grant funding available for this. Limitations of use of the ARPA funds was discussed but they can be used to build something without a bond, such as a firehouse. This will be confirmed. The town has until December 2024 to commit the funds and until June 2026 to spend the funds. The Select Board thanked Jennifer.

Item 4: Transfer Station – Gerry Cornett: Transfer Station Manager Gerry Cornett was present to meet with the Select Board to discuss the following:

- The Select Board reviewed proposed updates to the Rules and Regulations/Standard Operating Procedures. This is the first update since 2012. These updates occurred due to recent facility and contract changes. The Solid Waste Advisory Committee has reviewed the proposed updates in detail. David moved to approve the Rules and Regulations for the use of the New Boston Transfer Station and Recycling Center as proposed, amended on May 16, 2022. Jennifer seconded the motion. All were in favor. 3-0
- Temporary Access Permit forms have been updated. The Select Board agreed with the update and the Town Administrator will consider if an acceptance date should be added to the form.
- Gerry has been considering adding composting at the Transfer Station for approximately ten years and companies have begun agreeing this needs to begin as 30% of weight at the

Transfer Station is food waste and the town is paying to dispose of it. Gerry proposes considering Agri-Cycle Energy or FoxFarm for the Transfer Station and explained the process. He is working with the SAU and others to partner in the process that could save at least \$200 per month for the Transfer Station budget. He and the Solid Waste Advisory Committee will continue considering this.

- Gerry will meet with the Select Board at the June 1, 2022 meeting to discuss the Revolving Fund.
- The Select Board thanked Gerry.

D. OLD BUSINESS:

Item 5: Approval of Public Minutes of May 2, 2022: The Select Board reviewed the Public minutes of May 2, 2022. David moved to approve the public minutes of May 2, 2022 as presented. Jennifer seconded the motion. The motion carried. 3-0

E. OTHER BUSINESS:

Item 6: Town Administrators Report: Paul reported the following:

- **Dougherty Lane Bridge:** On May 3rd Jennifer Allocca and Paul met with a representative from Hoyle, Tanner Associates (HTA) to discuss a plan of action for the re-opening of the Bridge. In 2019 the Town raised and appropriated \$250,000 for the re-opening of the Bridge; with the article passing. \$120,000 was to come from the Highway Block Grant at that time and \$130,000 from our un-assigned fund balance. The Warrant Article funds lapse this year if no action is taken. Some work must begin to allow funds to be encumbered, although Highway Block Grant funds cannot be encumbered but a plan will be brought to the Board. There was no engineering carried out, so the only cost estimate the Town had to base the Warrant Article on, was for construction. On May 11th Josif Bieja from HTA joined Paul at the Highway Garage to view the concrete segment that had been stored on site for almost a decade. It is in great condition. Josif is familiar with New Boston having worked on the Riverdale Road Bridge project and the Lee Murray Memorial Bridge. He then went to inspect the footings at the Bridge. He will prepare a report of his findings and meet with the Board at the June 1, 2022 meeting to discuss and recommend a way forward. A Warrant Article will be needed in 2023.
- **Meeting with Fire Wards:** On April 25th Laura Bernard and Paul met with the Fire Wards and reviewed a presentation from Fire Chief MacDonald for a Fire Chief position that will be needed very soon. A work session was arranged between the Fire Wards and the Select Board for Thursday May 12th. The Fire Department will publicize this need and Paul will write about in his new monthly article in the New Boston Beacon.
- **Howe Bridge:** The Bridge on Parker Road was closed on May 12th (not the 11th as originally planned) for a couple days, instead of the anticipated two-week period. The Board and Town Administrator thanked the Road Agent for his efforts making this project successful with minimal inconvenience for travelers in the area.
- **Transfer of Appropriations:** RSA 32:10 allows the Governing Body to transfer funds in the current budget. I am requesting that the remaining \$1,500 in the Health Officer line be transferred to the Planning Department for the Recording Secretary budget line and for the

former Health Officer's income. As your Health Officer I do not wish to take a stipend but keep these left-over funds with Planning. The stipend would then be removed from the Health Officer budget. The former Health Officer has already received a \$1,500 stipend for 2022. The Select Board will consider this during non-public session.

- **Northpoint Engineering:** On May 5th I met with Kevin Leonard from Northpoint and George St. John representing STJ to discuss the Town Hall Drainage and the Culvert on Bedford Road. Kevin is working up a 'scope and fee' for both issues.
- **Northpoint Engineering Proposal:** The Planning Department sent a memorandum as the Planning Board wishes to continue with the services of Northpoint due to reasonable prices, responsiveness to requests and familiarity with the town. The Planning Board requests the Select Board to acknowledge this by signing both copies of the proposed contract. David moved to authorize the Select Board Chair to sign the proposed contract with Northpoint Engineering. Jennifer seconded the motion. The motion carried. 3-0
- **Meeting with the School Board:** On May 11th Paul met with the School Board to introduce himself and let them know that he is a big proponent of the Town and School collaborating in as many categories as possible.

Item 7: Department Manager Reports: Documentation provided. The Board noted this information is always very interesting. Department Managers meet monthly. The next meeting is tomorrow morning at 9:00 AM followed by a monthly Administrative Staff meeting at noon.

Item 8: Select Board Reports: Documentation provided.

F. PUBLIC FORUM:

Donna noted the Board always welcomes public comment and feedback. There are two opportunities for public comment, one at the beginning of the meeting and then another at the end. Comments will be confined to issues on the agenda only. The Board asks that if you have issues or questions that need to be brought before the Board, please fill out a request to appear form and send it to the Town Administrator beforehand. Upon review of the request, you may be placed on a future meeting agenda. Anyone with a comment is asked to comment as per the rules for live meetings and state your name and address for the record and that comments be respectful and thoughtful. The Board will listen, but public comment is typically not back and forth.

Dan Garrity of Mill Street was present and noted a meeting with Mill Street residents will be scheduled but the outcome will be the decision of the Select Board. He suggested the area be viewed at night when the moon is not shining brightly to observe a light on a pole by the fire station that shines up Mill Street providing more than enough light along with two other lights on the street. He also noted the street is fifteen feet wide and not a major thoroughway, there have been problems with speeding and two-way traffic, but these have been tolerated and the lighting is out of character for the neighborhood. He wants to be able to keep his windows open on pleasant evenings but can't do that with lights shining in his window. He also noted the public service company had spray painted the previous fixtures black to prevent them shining into

homes. The Board thanked him for his comment and noted all concerns will be openly discussed at the upcoming meeting with Mill Street residents.

Bill Morrissey of Mill Street was present and noted he has a picture of the light that he will send to the town showing the light shines like daylight. He is concerned this will cause problems. He also noted all of the lights were not functional at one time and there were no complaints. The Board thanked him for his comment and noted all concerns will be openly discussed at the upcoming meeting with Mill Street residents.

Karen Scott of Dane Road was present and noted it is sad that the Board has residents attending the meeting who have concerns about an item on the agenda but cannot have open dialogue with the Board. The Board thanked her for her comment.

Seeing no further Public Comment, Donna closed the second session.

Public Swearing in of Officer Scott Murphy: Police Chief James Brace was present to introduce officer Scott Murphy who graduated from Norwich University with his bachelor's degree in Criminal Justice where he was a member of the core cadets achieving the rank of Captain. His first day of employment was May 11, 2022 and he is scheduled to attend the upcoming Police Academy beginning June 6, 2022 with Officer Wynkoop. He was sworn in by Town Clerk Kim Colbert and his badge was pinned on.

Item 9: Request for Non-Public-Per RSA 91-A:3, II(b): David moved to enter Non-Public session per RSA 91-A:3II(a) and (c) at 6:58PM. Jennifer seconded the motion. All were in favor. 3-0

David moved to exit Non-Public Session at 8:20PM. Jennifer seconded the motion. All were in favor. 3-0

ADJOURNMENT: David moved to adjourn the meeting at 8:22PM. Jennifer seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room June 1, 2022 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov
Handicap Access available**