

TOWN OF NEW BOSTON
New Boston Select Board

November 7, 2022

APPROVED

In attendance at New Boston Town Hall: Donna Mombourquette, David Litwinovich, and Jennifer Brown

Staff present: Paul Branscombe, Town Administrator

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Donna Mombourquette at 6:00PM beginning with the Pledge of Allegiance.

B. Requests for Non-Public per RSA 91-A: 3, II, (c) and (a)

David Litwinovich moved to enter Non-Public Session, per RSA 91-A: 3, II, (c) at 6:00pm. Seconded by Jennifer Brown.

Voting by Roll Call: Litwinovich, aye; Brown; aye; and Mombourquette, aye. 3-0-0.

The Board moved into Non-Public Session per RSA 91-A: 3, II, (a) at 6:26pm.

David Litwinovich moved to exit Non-Public Session at 6:33pm. Seconded by Jennifer Brown.

Voting by Roll Call: Litwinovich, aye; Brown; aye; and Mombourquette, aye. 3-0-0.

Jennifer Brown moved to seal the Non-Public meeting minutes for five years. Seconded by David Litwinovich.

Voting by Roll Call: Litwinovich, aye; Brown; aye; and Mombourquette, aye. 3-0-0.

The Board returned to Public Session at 6:35pm.

Consent Agenda- The Selectmen reviewed the November 7, 2022 consent agenda.

David Litwinovich moved to approve the November 7, 2022 consent agenda items including payroll, Accounts Payable and other signed official documents. Seconded by Jennifer Brown.

Roll Call Vote: David Litwinovich – aye; Jennifer Brown – aye; and Donna Mombourquette – aye; 3-0-0 motion carried unanimously.

B. 1st 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 the Town Administrator who may resolve your issue or potentially schedule your appearance before the Board at a later date. The Board appreciates your understanding and cooperation.

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

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C. APPOINTMENTS

Item 1: Solid Waste Advisory Committee

Jim Keyes, Solid Waste Advisory Committee, explained that the request is a clear bag mandate for the Transfer Station, to be phased in over three months. Clear bags in several sizes would be purchased in bulk and sold at the Transfer Station, with proceeds to be placed in the Revolving Fund. These would be sold to residents at a very low cost, really only to cover the cost of the bag itself. A community education plan will be drafted regarding how to alert residents to this change.

In response to a question from David Litwinovich, Gerry Cornett explained that illegal dumping is a huge issue at the Transfer Station. This is also a safety issue and not fair to the staff. Clear bags will allow staff to see what is inside the bags and make sure it is properly sorted. The Town wants to maintain the good contracts it has with its current trash vendors and improper sorting can be an issue.

In response to a question from Donna Mombourquette, Gerry Cornett explained that, per this mandate, black, gray, and any non-transparent bags would be disallowed. He stated that the clear/white bags cost less than large black bags.

Donna Mombourquette stated that mandates can be difficult. It may help that the Transfer Station will be selling the bags at a lesser cost than retail.

In response to a question from Donna Mombourquette, Gerry Cornett explained that the Town could levy fees against illegal dumping, but this would require a staff member to check each trash bag. Illegal dumping fees are currently capped at \$150 but could be as much as \$30,000.

The Board agreed that it would like to see a formal plan presented for this item. It also requested information from the trash vendors as to what penalties the Town would be faced with if trash is sorted improperly.

Item 2: War Memorial Proposal – Jennifer Allocca

Jennifer Allocca explained that the War Memorial was constructed on the Town Common in 1921. It was updated in 1984 and 1995 to include subsequent wars and missing names. It has been approximately 27 years since the Memorial was last updated. She requested that the Board consider updating it at this time.

The Board agreed to move this item forward, with more research needed on what the qualifier would be for inclusion on the Memorial and other historic information.

D. NEW BUSINESS:

Item 3: Community Power

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Jennifer Allocca explained that Standard Power of America recently made a presentation to the Energy Commission regarding implementing a program in Town, at no cost to residents, to allow the Town to negotiate its electrical supply rate for all of New Boston. This would automatically opt-in all residents, with an option to opt-out. If included with other nearby towns, this could increase the Town's bargaining power. The Energy Commission recommended the Board sign a memorandum of understanding (MOU) for this item. It would then be presented on the Town ballot next year.

In response to a question from Donna Mombourquette, Jennifer Allocca explained that one of the steps in the process would be for Standard Power to poll the residents with a survey to determine if this is of interest. This would occur before the item is placed on the warrant.

Town Administrator Branscombe stated that information regarding this item will be placed on the website.

There was a consensus of the Board for the Chair to sign the MOU.

Item 4: Date needed for December Employee Holiday Party

The Board agreed to hold this event on December 14, 2022.

Item 5: Review and approve 2023 Select Board Meeting Schedule

The Board reviewed and amended its 2023 meeting schedule.

Item 6: Review and approve 2023 Town Holidays

The Board reviewed and approved the 2023 Town Holidays list.

Item 7: 2022 Tax Rate Setting Update

There was no update on this item at this time.

E. OLD BUSINESS:

Item 8: Approval of Public Meeting Minutes of October 17, 2022

David Litwinovich moved to approve the meeting minutes of October 17, 2022, as amended. Seconded by Jennifer Brown.

Roll Call Vote: David Litwinovich – aye; Jennifer Brown – aye; and Donna Mombourquette – aye; 3-0-0 motion carried unanimously.

F. INTERNAL REPORTS

Item 9: Town Administrator Report

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Town Administrator Branscombe stated that the Joint Loss Management Committee inspected both the Highway garage and Police Station on October 18th. Minor housekeeping items were found in both facilities. He noted that Jennifer Allocca arranged for the Department Managers to see a presentation by a representative from ClearGov, a software program which would create and communicate budgets more effectively and efficiently. Town Administrator Branscombe stated that he was invited as a community leader to be a guest at the senior lunch at the school. On October 20th, Benji Knapp, the new Road Agent, met with HR to go over documents and met with Kathie Vieira to review material on the three bridges, the Cemetery Rd engineering report and other housekeeping items. Mr. Knapp stated that he will address the Board within four weeks regarding his future intentions. On October 21st, the Select Board Chair, himself, and members of the Fire Department met to address questions posed by the architect for the Fire Station so that revised plans can be drawn up with associated costs. Town Administrator Branscombe stated that he was unable to participate in the Road Committee meeting on October 26th, so Jennifer Allocca took his place. On October 27th, the Town Engineer, Kevin Leonard, met with a compliance specialist from DES to review the situation behind the trailer at the Fire Station.

Town Administrator Branscombe stated that a first meeting of the Personnel Policy Committee was held. It is expected that this project could take nine months to a year to complete. He will bring findings from this Committee to the Board. He noted that the final draft of the contract for the Fire Department Chief of Operations has been reviewed and signed accordingly. The new Chief of Operations will begin his tenure on November 21st. Town Administrator Branscombe stated that Kevin Leonard arranged a meeting for Jason Lacombe, Stacy Clark, George St. John, Jennifer Allocca, and himself at the Library on October 31st to discuss plans for Town Hall improvements, including the drainage issue and the front entranceway. The Finance Committee met with the Town Clerk, Tax Collector, Community Development Department, and Police Department on November 3rd to discuss their budgets. Hoyle Tanner has asked the Police Department for a police detail on November 9th - 14th from 7:00 AM to 3:00 PM so that drilling work can be carried out on the Gregg Mill and Tucker Mill bridges. The New Boston Republican Committee held their fall roadside cleanup on October 22nd. Town Administrator Branscombe explained that there is an NHMA requirement that, after six years, legal files from the Town are either destroyed or returned to the client. The Town will advise NHMA that it no longer wants the files, as the originals exist in Town.

Item 10: Health Officer Report

Town Administrator Branscombe stated that 8 new cases of COVID-19 have been reported to DHHS since his last report.

Item 11: Select Board Reports: Donna Mombourquette, David Litwinovich, and Jennifer Brown

The Select Board reviewed the submitted reports.

G. 2nd PUBLIC COMMENT:

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

H. ADJOURNMENT

David Litwinovich moved to adjourn the meeting at 8:00pm. Seconded by Jennifer Brown.

Roll Call Vote: David Litwinovich – aye; Jennifer Brown – aye; and Donna Mombourquette – aye; 3-0-0 motion carried unanimously.

Respectfully submitted,
Kristan Patenaude

**Next Scheduled Meeting: November 21, 2022 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov
Handicap Access available**