

TOWN OF NEW BOSTON
New Boston Select Board

September 19, 2022

APPROVED

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

2
3 In attendance remotely: Donna Mombourquette

4
5 Staff present: Paul Branscombe, Town Administrator

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7 **A. CALL TO ORDER:** A regular meeting of the Board of Selectmen was called to order by
8 David Litwinovich at 6:00PM beginning with the Pledge of Allegiance.

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10 Donna Mombourquette noted that David Litwinovich will Chair the meeting, as she is attending
11 remotely.

12
13 **Consent Agenda-** The Selectmen reviewed the September 19, 2022 consent agenda.

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15 **David Litwinovich moved to approve the September 19, 2022 consent agenda items**
16 **including payroll, Accounts Payable and other signed official documents. Seconded**
17 **by Donna Mombourquette.**

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

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21 **B. 1st PUBLIC COMMENT:**

22 There was no public comment. David Litwinovich closed the first session.

23
24 **C. APPOINTMENTS**

25 **Item 1:** Introduce NH Interlocal Trust/Harvard Pilgrim

26
27 Jeff Reardon and McKenzie MacDougall addressed the Board. Jeff Reardon explained that NH
28 Interlocal Trust is a not-for-profit provider of benefits to local governments. NH Interlocal Trust
29 was created as a continuation of the Primex health plan. NH Interlocal Trust operates under RSA
30 5B, is member-owned and board governed.

31
32 McKenzie MacDougall stated that NH Interlocal Trust provides customizable plans for local
33 towns. They also work directly with towns and their employees, as education is the key to
34 understanding how to make the most of benefits. Jeff Reardon stated that NH Interlocal Trust
35 currently has over 30 plans available and can be flexible on how they are designed. There is a
36 robust network, supported by Harvard Pilgrim. 100% of NH hospitals are in-network and
37 approximately 90% of private care providers are also in-network. He noted that other local towns
38 working with NH Interlocal Trust include Sandown, Amherst, Hillsborough County, and Wilton.

39
40 Jeff Reardon stated that NH Interlocal Trust advocates for consumerism. It has a program called
41 “Reduce My Cost.” In this program, a medical concierge will research facilities for non-
42 emergency procedures and work with members to find the right fit. If the member chooses to use
43 the new facility for the procedure, the medical concierge will cancel the original procedure,
44 schedule the new one, and 20% of the cost, capped at \$2,000, will be returned to the member.

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In response to a question from David Litwinovich, Jeff Reardon explained that Harvard Pilgrim adjudicates on behalf on NH Interlocal Trust. Direct-to-market providers often see high and low annual premium swings because they are claims driven. The power of pooling many customers, as NH Interlocal Trust does, is that, while rates will still continue to rise, there will be a smoother climb than through other providers.

In response to a question from David Litwinovich, McKenzie MacDougall stated that there are seven people in the office. If a member was to call in with questions, they will speak to one of those people and not an automated service.

Town Administrator Branscombe stated that he believes it is prudent for the Town to test the waters for a new provider on a regular basis. He has asked NH Interlocal Trust to meet with the Town managers and some employees to see if this would be a good fit.

Item 2: New Boston Fire Department - FEMA Assistance to Firefighters Grant Acceptance Request

Assistant Fire Chief Brian Dubreuil explained that the Department was awarded a FEMA Assistance to Firefighters Grant in the amount of \$118,371.90. The Department would like to use this to purchase two cardiac monitors, a LUCUS CPR Device, and a service contract. The matching fund obligation of \$5,918.60, is proposed to be paid from the Ambulance Revolving Account, with no tax implications. There is an urgent need to replace the cardiac monitors on the ambulances, as they are 16 years old.

Gina Catalano explained that the existing cardiac monitors are no longer supported technology-wise by the manufacturer. In order to keep its ALS license, the Department needs to follow EMS protocols and be able to provide rhythm telemetry. The current proposal for monitors will include a cloud-based telemetry service. The Department will procure three bids for this pricing. It will also seek three bids for the proposed cardiac compression device.

In response to a question from David Litwinovich, Gina Catalano explained that currently the Department has to fax any information received while checking for chest pain issues on patients to the hospital. The proposed cardiac monitors will allow for this information to be sent directly to the hospital. The LUCUS CPR Device is an automated chest compression machine, which will allow personnel to remain seated in the back of the ambulance, instead of standing up to deliver compressions to a patient, which is unsafe for all involved. The life of all of these systems is estimated to be at least 10 years.

David Litwinovich moved to accept the grant from FEMA under the Assistance to Firefighters Grant in the amount of \$118,371.90, for the purchase of two cardiac monitors, a LUCUS CPR Device, and a 5-year service contract. Seconded by Jennifer Brown.

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

Item 3: Trunk or Treat – Mike Sindoni

Mike Sindoni explained that the request is to use part of the Town Hall parking lot for the Trunk or Treat event on Monday, October 31, 2022. The intent is to block off part of the parking lot starting at 4:30pm, or slightly earlier. He will come back to the Board to amend this request if more or less of the lot is needed. He noted that Scarecrow Alley will be on the Town Common from October 3 – October 28. Trick or Treat will take place on Monday, October 31, 2022, from 6pm-8pm.

Town Administrator Branscombe suggested that Mike Sindoni contact Police Chief Brace to make sure all is in order for the events.

The Board agreed to move forward with these events.

Item 4: William Morrissey – Mill Street Lighting

The Board discussed William Morrissey's suggestion for removing some lighting on Mill Street. David Litwinovich stated that Mill Street is a unique neighborhood. He is okay with disabling the light in question in the most economically feasible way. William Morrissey stated that he is willing to have it done himself and pay for it.

Jennifer Brown stated that she went to see the light in question, and it does shine directly into Mr. Morrissey's windows. She noted that Chief Brace has expressed no issues with removing the light. She suggested removing the light now and reviewing the suggestion to remove the entire pole in six months.

William Morrissey stated that there is illumination into private spaces in Town which should not be occurring. He noted that this extra lighting near the Mill Pond Conservation trail confuses animals and insects.

William Morrissey asked if the wiring can be removed from the pole as well. Jennifer Brown reiterated that she believes the bulb should be removed first, and the wiring and pole addressed later.

It was noted that it costs \$189/trip to dispatch someone to work on this light. William Morrissey stated that he was willing to pay for one trip, but not two, if the Board requires that.

Jennifer Brown explained that she proposed taking down the pole at a later time because this is a larger project which cannot be undone, unlike removal of the bulb. William Morrissey stated that he does not understand the purpose, if there are no safety concerns with its removal and this is impacting people living along the street.

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It was noted that the pole could be removed and saved for parts. The arm and fixture of the pole could be removed, but the wiring would need to be considered by Eversource. Donna Mombourquette stated that she would not want to see the wiring removed just yet, as that would end service to the pole completely and it is unclear what may be needed there in the future.

William Morrissey stated that the wiring should not even be there. He simply came home one day, and it was there without his permission. He stated that the Parkers own the property where the pole is located.

David Litwinovich moved to remove the arm and light fixture for the pole on Mill Street, as discussed, accept William Morrissey's generous offer to pay for this, and to direct the Town Administrator to look into the removal of the entire pole and electricity to it. Seconded by Donna Mombourquette.

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

Item 2: New Boston Fire Department - FEMA Assistance to Firefighters Grant Acceptance Request

The Board retook discussion of this item at this time.

Assistant Fire Chief Brian Dubreuil explained that the Department also received an Emergency Management Performance Grant, in the amount of \$4,000 for the LEOP project. The LEOP project is a hazard mitigation plan for the Town and this funding will pay for a consultant to create an Emergency Management Program. This is a 50/50 grant, and the soft match will be paid for by time spent on the project by committee members.

David Litwinovich moved to accept the Emergency Management Performance Grant, in the amount of \$4,000 for the LEOP project. Seconded by Jennifer Brown.

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

D. NEW BUSINESS:

Item 5: Economic Development Discussions – Jennifer Allocca and Paul Branscombe

Town Administrator Branscombe stated that he is proposing the creation of an Economic Development Committee. Jennifer Allocca explained that the Town seems to be having trouble attracting new business owners. This Committee could coordinate with local realtors and the Planning Department to find properties in Town which could facilitate local businesses.

The Board discussed that this group would need to meet regularly with the Planning Board. It should also examine how to maintain and expand existing businesses in Town. There would need to be a heavy marketing component to this effort.

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Donna Mombourquette suggested that the Southern NH Regional Planning Commission be consulted in regard to a marketing campaign for this item.

The Board agreed to continue to move forward with this idea.

E. OLD BUSINESS:

Item 6: Approval of Public Meeting Minutes of August 29, 2022 and August 30, 2022

David Litwinovich moved to approve the meeting minutes of August 29 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.

David Litwinovich moved to approve the meeting minutes of August 30 2022, as submitted. Seconded by Jennifer Brown.

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

Item 7: Front Entranceway Plans – Paul Branscombe

Town Administrator Branscombe explained that a temporary fix for the entranceway and ramp through the winter has been completed. In the spring, the whole project will be tackled in conjunction with the Town Hall drainage issue. He explained that Roger Dignard favors a concrete walkway for this project. The area will also need to be made ADA compliant. He has spoken with Heather Noonan, who lives next door to Town Hall. Ms. Noonan's property has three parking spaces which encroach onto the Town Hall land. He asked the Board about considering a right-to-use agreement or something similar prior to creating lot line adjustments.

Town Administrator Branscombe stated that, during the temporary project construction, the ramp and steps were removed and an entrance to the basement of the building was found under them. He will continue to work with the architect, engineer, and builder to get solid numbers for the spring project. There is funding in the Capital Reserve Fund to deal with the drainage issue.

In response to a question from David Litwinovich, Town Administrator Branscombe explained that the advantage to a concrete walkway over a ramp would be longevity. A concrete walkway might last 45-50 years, versus a ramp lasting 10-15 years. David Litwinovich noted that the amount of salt being placed on a concrete walkway might lower this slightly. He suggested that the Town look into a longer-term solution for the property line issues.

F. INTERNAL REPORTS

Item 8: Town Administrator Report

Town Administrator Branscombe explained that the Joint Loss Management Committee inspected the Library on August 30, 2022 and gave their findings to the Interim Library Director.

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Tomorrow, the group will inspect the Transfer Station. Derek Martel has expressed interest in joining the Committee.

Town Administrator Branscombe stated that performance evaluations are complete and ready for the Board's review.

Town Administrator Branscombe stated that he met with representatives from Wells Fargo to discuss retirement plans. Another meeting will be scheduled for new and existing plan members in the future.

Town Administrator Branscombe stated that Kevin Leonard walked the woods behind the ballfield to determine where the water flooding it is coming from. He will prepare a report on his findings and his thoughts for next steps. On September 2nd, camera work was carried out from the catch basin in the Town Hall parking lot under Town Hall. It was discovered that there is no pipe running under Town Hall.

Town Administrator Branscombe stated that the finalist for the position of Fire Chief of Operations was met with on September 12th. An offer is to be made by the Fire Wards.

Town Administrator Branscombe stated that the Road Committee met on September 14th and reviewed the list of roads reclaimed and paved. He will ask the Road Agent his thoughts on the FY23 plan.

Town Administrator Branscombe explained that the Select Board, Fire Wards, and members of the Police Department met with the Fire Department Building Committee members to discuss future plans for a facility for First Responders. It was recommended that David Litwinovich be nominated as Chair of this revised Building Committee.

Town Administrator Branscombe stated that NHDOT approved the agreement between the Town and Hoyle Tanner with respect to the cost of the design study for both the Gregg Mill Road and Tucker Mill Road bridges. It was agreed that engineering and construction for both bridges should be carried out simultaneously.

Item 9: Health Officer Report

Town Administrator Branscombe stated that there have been no new COVID-19 cases to report to DHHS.

Item 10: Department Manager Reports: Transfer Station, Recreation, Fire, Highway, Community Development, Police

The Board expressed its thanks for the thoroughness of these reports.

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Jennifer Brown noted that she is still hoping to see the credentials from the Police Department regarding those showing up for calls. She thanked John Jones for his service to the Town, in light of his retirement. She suggested that the Town look into the possibility of switching out the trailer on Thornton Road for the one behind the Fire Station.

Assistant Fire Chief Brian Dubreuil asked about the credentials in question. From the audience, Karen Scott, called for a point of order and noted that this item is not on the agenda and should not be further discussed.

Donna Mombourquette stated that it was not good form for audience members to call points of order on Board and staff. She also stated that any questions from Board members regarding Department Manager reports should be handled through the Town Administrator.

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

The Select Board reviewed the submitted reports.

G. 2nd PUBLIC COMMENT:

Karen Scott, 110 Dane Road, stated that it would be nice if members of the public could ask questions of the Board during the meeting. She believes the Board chooses when questions can be asked and answered or not. She stated that the rules of the meeting should apply to all present, including the Board.

Donna Mombourquette stated that this is a business meeting of the Select Board. As such, the public is allowed to observe and make comments during the appropriate times. In some towns, no public comment at all is allowed.

Seeing no additional public comment, David Litwinovich closed the second session.

H. Request for Non-Public per RSA 91-A: 3, II (b)

Jennifer Brown moved to enter Non-Public Session, per RSA 91-A: 3, II, (b) at 7:37pm. Seconded by Donna Mombourquette.

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

Jennifer Brown moved to exit Non-Public Session at 9:13pm. Seconded by David Litwinovich.

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

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

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

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308 **H. ADJOURNMENT**

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310 **David Litwinovich moved to adjourn the meeting at 9:16pm. Seconded by Donna**
311 **Mombourquette.**

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

314
315 Respectfully submitted,
316 Kristan Patenaude

317
318 **Next Scheduled Meeting: Non-Public Session September 26, 2022 (6:00 PM)**
319 **7 Meetinghouse Hill Road- New Boston, NH 03070**
320 **Phone: (603) 487-2500-www.newbostonnh.gov**
321 **Handicap Access available**