

# Adopted

## Town of New Boston Selectmen's Meeting July 20, 2020

<b><u>PRESENT:</u></b>	Joe Constance	Selectman
	Karen Scott	Selectman
	David Litwinovich	Selectman
	Peter Flynn	Town Administrator

Fire Chief Dan MacDonald, Fire Captain Brian Dubreuil and Bill McFadden were present for all or part of the meeting.

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

**Consent Agenda-**The Selectmen reviewed the consent agenda including approval of full-time status for Michael Depetrillo in the Transfer Station. There was an item to discuss under non-public and approval was deferred to the end of the meeting.

### **B. PUBLIC FORUM:**

Joe 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. Anyone with a comment is asked to approach the podium 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. If there is any need for extended dialogue a request to be added to the agenda and supporting documentation should be sent to the Town Administrator beforehand. Seeing none, Joe closed the first session of public comment.

### **C. APPOINTMENTS:**

**Dan MacDonald-Fire Chief Re: Grant Award And Vote From Board To Accept:** Fire Chief Dan MacDonald, Captain Brian Dubreuil and Fire Department members were present to meet with the Selectmen to discuss a grant award and request a vote from the Board for acceptance. Brian noted the Department became aware of an AFG Supplemental assistance to firefighters grant through FEMA for PPE when dealing with COVID-19 emergencies. He worked with Fire Chief Dan MacDonald and EMS Captain Gina Catalano to estimate a value over the course of a year. This was submitted to FEMA for approval and accepted. It is a 95% federal government/5% town government cost share grant. New Boston requested \$16,099.07. The federal government portion is \$15,332.45 and the New Boston portion is \$766.62. Karen moved to accept the FEMA grant as outlined by Captain Dubreuil. David seconded the motion. All were in favor. 3-0 The Board thanked the Fire Department.

### **D. OLD BUSINESS:**

**Item 1: Approval of Public and Non-Public Minutes Of July 6, 2020 And The Non-Public Minutes Of July 8, 2020:** The Selectmen reviewed the Public minutes of July 6, 2020. Karen moved the Public minutes of July 6, 2020 be accepted as amended. David seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of July 6, 2020. Karen moved the Non-Public minutes of July 6, 2020 be accepted as presented. David seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of July 8, 2020. Joe moved the Non-Public minutes of July 8, 2020 be accepted as amended. Karen seconded the motion. All were in favor. 3-0

**Item 2: Continued Discussion Regarding The Federal Excess Property Program Co-operative Agreement-(Fire Department Trailer):** Fire Chief Dan MacDonald was present to continue discussion regarding the federal excess property program co-operative agreement discussed at the July 6 meeting where Karen insisted in having the form revised so that #5 will say that the Town is not responsible for any fees associated with the registration before she would sign the agreement. She also requested a copy of last year's executed agreement. The item is a trailer. The state requires annual approval by the Selectmen to retain it as the state registers it each year on the town's behalf. The Selectmen noted the agreement states under number five that the town is responsible for the registration charges. Dan noted the agreement is based on apparatus, not a trailer, so there may be other charges for apparatus such as annual inspections that are not necessary to register a trailer. He is working with the state to clarify that the state covers the annual registration charges at no cost to the town. The only cost to the town is any insurance premiums for the trailer as noted under number two of the agreement. The Department was proactive in obtaining this trailer as it is a benefit to the town and saves the town money, preventing an approximate \$6,000 replacement cost when the current trailer can no longer be used. No official action was taken.

#### **E. NEW BUSINESS:**

**Item 3: Review And Acceptance Of Organizational Chart:** Deferred pending further revisions. This will be updated for Selectmen review.

**Item 4: New Hampshire Division Of Economic Development Revitalization Zone Credits Request:** Peter reported the town has an opportunity to endorse an economic revitalization zone area for economic development in NH. The area is the building across from the Air Force Tracking Station. This was also done five years ago. The process includes the Selectmen prove the building is there and the state uses that to give the owner a break on its state business taxes for five years. This does not affect property taxes due to New Boston. David moved to authorize Town Administrator Peter Flynn to sign the NH Division of Economic Development Economic Revitalization Zone Tax Credits application on the Selectmen's behalf. Karen seconded the motion. All were in favor. 3-0

**Item 5: Resignation-Building Department Clerk:** The Building Department Clerk has resigned as of July 30 she will be moving out of the area. The Selectmen wish her well. The position is advertised, and three applications have been received.

**Item 6: Recommendation For Electric Rate Discount Vendor:** New Boston has been involved in this opportunity for ten years where clearing houses represent third rate power sources for Eversource. New Boston has used Constellation for two years. Peter recommends using ENGIE at this time at .06865 mhz, the lowest available. An add is available through the hydro program they also offer at .002 per kw hr. but the Selectmen are not interested in it at this time. Peter will request the contract for Selectmen review. David asked if New Boston is part of a buying group with other towns. Peter noted the town was part of a buying group with Goffstown approximately three years ago until they chose a different longer plan for three years. Peter chose a shorter plan for safety, which was lower at the time than the Goffstown plan but is a little higher at this time.

#### **F. OTHER BUSINESS:**

**Item 7: Proposed Finance Committee Schedule For 2020-2021-Tentative for Review By BOS and Finance Committee:** Peter presented the proposed 2020-2021 Finance Committee meeting schedule for review by all departments and finalization at the next Selectmen's meeting.

#### **Item 8: Town Administrators Report:**

- Recreation Bus Shelter: Peter and Recreation Director Mike Sindoni are seeking estimates for installation.
- Highway Superintendent Position: This was advertised with a deadline of July 10, but suitable applications are still sought. Two have been received and forwarded to Karen for distribution to the Road Committee.
- Organizational Chart: As above.
- New Highway Dump Truck Is Ready for Service: The truck replacing the truck that burned during winter plowing has been delivered to the Highway Department.
- Continued Road Paving Plans: Peter, Joe and Town Engineer Kevin Leonard met with Tom Miller to discuss priorities.
- Highway Safety Committee: Police Chief James Brace is planning a meeting to discuss electric signage. He agreed Bedford Road is a primary location for placement. Joe asked for a list of additional potential locations to possibly phase these signs in as the cost is relative as preliminarily presented. David noted the state does not seem in favor of flashing lights although these signs seem effective.
- Managers Meetings to Resume: First meeting July 22.
- Notice of Town Clerk: The Town Clerk has installed a walk-up window outside. The clerks and the public seem pleased with it.
- Posted A Notice Re: Highway Department: Peter posted a notice on the website regarding delays in road services without bringing it to the Selectmen for prior review. Karen revised it for Selectmen review and David asked that the Selectmen review any Selectmen's notices prior to posting. Joe also noted there is not a delay as the Department is addressing issues as soon as possible. He has been addressing issues and complaints and inspecting driveways as they occur and the crew has been keeping up with its tasks. Peter noted the notice is to let the public know of the slowness of these actions and he revised the notice as Karen suggested.
- Town Clerks are holding the election instructional session July 27 at the Town Hall as previously approved by the Selectmen.

## **Item 9: Selectmen's Reports:**

Joe reported the Forestry Committee lost some trees at the Christmas Tree Farm due to soil quality. Over 300 new trees were planted in 2020, some did well but over 200 trees died. The soil was sent to UNH and Rutgers University for testing and results are pending. The Forestry Committee plans to add loam to improve the soil quality and plant donated trees once results are received. The loam is already available. The Committee hopes to hold a planting event with NBCS students in the fall if allowed, considering the pandemic.

Karen reported the July 15 Road Committee meeting was cancelled as a quorum did not arrive.

David reported the Planning Board is scheduled to meet July 28 to review a new plan with the Conservation Commission for a proposed development at the intersection of Tucker Mill Road and Doherty Lane. The Planning Board is also seeking Alternate members. David will serve as SNHPC Planning Board Alternate Commissioner representing New Boston.

## **G. PUBLIC FORUM:**

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Bill McFadden of Dane Road was present to discuss the following:

- As a member of the Energy Commission he has been working with Eversource for information regarding streetlight conversion. He obtained the exact amount the town has been paying for the past twelve months for streetlights, \$6,639.01 for forty-three fixtures. By swapping the fixtures to LED for all locations at the highest rated watts, this can be reduced to \$3,971.40 for an annual savings of \$2,647.61. Bill plans to bring this to the Energy Commission for discussion and recommendation. The number of fixtures and wattage recommendation from the Commission is expected to be lower for an anticipated 50-60% savings on electric bill but Joe also asked that the Commission consider if any additional streetlights should be added. The logistics of the swap over have not yet been considered, this would be done by a third-party company with voter authorized funding required. David recommended the existing look and light tone be matched or improved as he has noted dramatic changes in other communities.
- Bill asked the Selectmen to discuss signature verification when they meet with the Town Clerks July 27 as noted above. He expects this to be a hot topic with the anticipated influx of absentee ballots in the upcoming elections.

Seeing no further public comment, Joe closed the second session of public comment.

**Item 10: Non-Public-Per RSA 91-A:3, II (a)(b)(c) Personnel and Legal:** Joe moved to enter Non-Public session per RSA 91-A:3II (a)(b)(c) Personnel and Legal at 6:33PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes. The Board then entered non-public session.

**Move to exit Non-Public Session:** Joe moved to exit Non-Public Session at 7:20PM. Karen seconded the motion. All were in favor. 3-0

**Other Action:** Joe moved to accept the Consent Agenda. David seconded the motion. All were in favor 3-0

Joe moved to seal the Non-Public minutes for five years. Karen seconded the motion. All were in favor 3-0

**ADJOURNMENT:** Karen moved to adjourn the meeting at 7:21 PM. David seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room on August 17, 2020 (6:00 PM)  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-2500-[www.newbostonnh.gov](http://www.newbostonnh.gov)  
Handicap Access available**