

Adopted

Town of New Boston Selectmen's Meeting October 19, 2020

PRESENT: Joe Constance Selectman
Karen Scott Selectman via audio/conference call
David Litwinovich Selectman via audio/conference call
Peter Flynn Town Administrator

Town Engineer Kevin Leonard, Interim Road Agent Allen Brown, Transfer Station Manager Gerry Cornett, Police Chief James Brace and other members of the public were present for all or part of the meeting via town hall streams/audio/conference call.

This meeting is being conducted remotely consistent with Governor's Executive Order 2020-04 insuring compliance with RSA 91-A in light of COVID-19 circumstances. Due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically. Please note that the public can access this live meeting by viewing it via a "live-stream" link on the New Boston NH website. Please note that all votes that are taken during this meeting shall be done by roll call vote.

Special Appointment With Town Engineer Re: Future Road Projects: Town Engineer Kevin Leonard was present to meet with the Selectmen to discuss future road projects. He prepared a summary of pending projects for engineering, design and construction budgeting and gave it to Peter to distribute to the Selectmen. These were reviewed and prioritized as follows:

- Lyndeborough Road: This project was awarded ARM funding for \$250,000 to replace the crossing at the bridge. This was going to happen this summer but did not after former Road Agent Dick Perusse left the Highway Department. The project is now planned for next year. There are questions if the project will be done by the Highway Department or an outside agency.

Joe noted the grant will cover half the project. The original plan was to have the Road Crew do the work but it would take them six to eight dedicated weeks to complete. They would not do other maintenance or improvements during that time. Joe discussed it with Kevin and Tom Miller who all thought it might be better to prepare a Warrant Article for the remainder of the project and contract out the work. Some of the funds would not be needed as the town already has some material needed stored at Tingley's Gravel Pit. The contracting company would charge the town for loading and trucking and maybe the town could truck some of it to save further funds.

Interim Road Agent Allen Brown was present and noted the bridge would be done next summer and half the Road Crew would load the material and supply this for the road work road base and culvert base, some is at Tingley's and some is at the Highway Garage. The Road Crew can also haul away the material that is being removed from the

area also saving money on the contractor. He agrees if the Road Crew did the entire project they would not be able to do other road maintenance and improvements. The Road Crew has a Bedford Road culvert and the Dougherty Lane bridge project to do next summer as well.

Kevin noted the detour road is in rough shape and was planned for repair this year in preparation for the Lyndeborough Road project.

Allen noted this is Cochran Hill Road. The Road Crew has completed one crossing and will do another one this week.

- Dougherty Lane Bridge repair: Kevin explained this bridge has a long history. Former Road Agent John Reindeau replaced the bridge with a very narrow precast bridge from CSI. It has been closed for a few years. A Warrant Article passed three years ago to reopen it then Dick purchased another segment of the bridge and stored it at the Highway Garage to make the bridge a wider crossing. The project went to bid in 2019 and the town did not move forward at that time. Dick asked Kevin to look at the contract documents last summer for recommendations. Kevin recommended placing borings the same day at Lyndeborough Road and Dougherty Lane.

Joe noted Tom Miller agreed with borings in both places.

Kevin noted borings are appropriate when there is a budget that has no room for surprises. He explained borings are when a drill rig is hired to core through the earth to take samples and measurements of the subsurface soils to determine if there are good gravels, sands, or wedge to plan what to expect during construction and the process is very common for bridges or buildings. He is unsure of the amount of money approved, he has not been involved in developing a construction budget for this.

Joe noted the total sum is between \$200,000-300,000.

Allen noted he looked at the area. The mowing company is out now and will mow around the bridge to be able to view the bridge better as brush and vines have grown and the bridge is turning into earth. The top surface has turned to gravel and will then be removed with a small excavator to look at it, the guardrails will be removed with a crane as the pieces are very heavy (one is 15,000 pounds), the bridge will be taken out and placed on the ground to look at it before winter or spring. Allen expects someone would be hired to do the replacement.

Joe noted concern as when bids were sought as they were much higher than the estimated cost of this project that had been appropriated. He asked Kevin to prepare an estimate. Kevin asked for the bid results. Allen will look for these in the files.

Kevin noted the bid request should include all scopes of the work and insurance requirements.

- Town Hall drainage improvements: Peter noted this is the lowest priority of these projects. The town did not do this project in 2020 because there were so many other projects going on and Kevin was very busy with other Highway Department matters. Peter will review the plan to do the construction next year and the potential need to appropriate more funds. The Road Crew was planned to do the construction and this may still occur. Allen is not yet familiar with this project. Peter will work with Kevin to design this project.
- Paving: Joe noted he, Kevin and Tom Miller have been considering this. Kevin and Joe considered getting a standard contract for paving. Nothing has been done since then. Joe noted this may be something the town would want to do, have the priorities ready in January and put the projects out to bid then. He asked Kevin and Allen to review the priorities to present to the Selectmen.

Peter noted he and Allen attended the October 14 CIP Committee meeting where this was discussed. The paving CRF was considered and the CIP Committee agreed the town should increase the annual request beginning in 2022. Peter and Allen are inserting a higher amount for paving in the proposed 2021 operating budget to prevent falling behind on this task.

Joe noted approximately \$269,000 is expected to be available in the 2021 budget for paving, not including the Highway Block Grant of approximately \$200,000 per year. He, Kevin and Tom Miller discussed \$350,000 per year total for paving. This amount is expected to be available without supplemental appropriations.

Peter noted some of the 2020 paving budget was expended on Bog Brook Road last week. Allen noted more paving is anticipated next week including Lyndeborough Road from Route 13 to the bridge (not the culvert), Hooper Hill road, Meetinghouse Hill Road and Cemetery Road. He and Kevin can discuss paving priorities for other roads.

- South Hill drainage improvements: Kevin noted he prepared plans for this project in August. He has heard the Selectmen reviewed the plans and there has been controversy among abutters. He met with Karen in September. He is not sure if more construction has been done or if the plan is being considered further.

Peter noted the Town Attorney and the owner of t/m 13-50 have been working on an acceptable drainage easement. This is now accomplished, signed and sent to the Registry of Deeds so the town can proceed.

Allen reported an issue with several area residents has also been resolved. The basin will be moved 10' but it will not affect the drainage.

Karen asked if a resolution was made to the culvert that was planned for the upper portion of the road.

Allen noted a culvert was removed as a resident was concerned he could not get in his driveway. There are other residents in the area with concerns that he has not yet

contacted. Now that the easement is finalized the Road Crew can begin the drainage work and work their way up the hill. The project cannot start at the top and go down, it has to start at the bottom and go up so water is being treated and goes away from the Road Crew,

Karen noted the residents at the top of the hill have been asking what the plan for their area is. The concerns of resident of t/m 13-39-1 are addressed but the resident of t/m 13-53 has concerns of if there will be a ditch or a culvert there and the resident of t/m 13-54-2-1 asked what the town plans. She wants to make sure they are contacted. She met with Kevin, they viewed the area and she is ok with the plan to start at the bottom and work the way up to t/m 13-50, putting a cross drain in. She wants to make sure the other resident concerns are reviewed as noted. She is not sure if she agrees 100% with the plan but all need to come to common ground.

Allen said he will contact them when the area is being worked on. He is planning to begin grading town roads this week and continue as long as the weather cooperates. South Hill Road will be one of the roads graded. If the weather cooperates the Road Crew will begin putting in the drainage for runoff, a couple basins and some cross culverts. Joe asked if ditching will be done as needed at t/m 13-50 to prevent the washouts that are occurring. Allen said one driveway was cut back and some ditches can be changed. Joe noted a basin may be jammed and there is sediment on the other side that probably needs the excavator to remove and this should be done before winter. Allen noted this resident has been very cooperative and is very satisfied with what has been done so far.

David noted he agrees some of the erosion work toward the end of the road should be done before winter. There needs to be discussion of what is going to happen as the work moves up the hill, he reviewed the plan and more discussion is needed as it may be overaggressive.

- Bedford Road culvert: The NH Wetlands Bureau will not issue emergency wetland permits for this project as the area is not impassable or washed out. Kevin noted a temporary structure could be placed immediately to get the road back open then go through the permitting process and construction process for a permanent culvert that meets the current regulation or a culvert that meets the regulations could be installed. Street crossing rules are the highest class of crossing. The Wetlands Bureau is seeking a solution that is compliant with (?) and a hundred year flood.

Joe noted he is concerned the current culvert could collapse during a severe situation in the winter and if this occurs, the fix for an emergency would be temporary, the road could be closed for seven to ten days, the replacement would be similar to what is currently there and would have to be done over again. Joe asked if there was any appeal process to the Wetlands Bureau's current determination.

Kevin noted the Wetlands Bureau allows for alternative designs but they need to generally conform to the regulation. A box culvert could be installed now and possibly

permutable after the fact without having to do the project over again but the structure is not readily available and will need to be manufactured.

Allen agreed it needs to be designed which could take a month and a half then built so it could be up to seven months before it is ready.

David noted Kevin recommended in his documentation monitoring the crossing condition and implementing interim measures. He asked what those were.

Kevin noted every crossing is different but he has seen in similar cases that Highway Departments strip off a couple feet of gravel, put plates down and bury them to give the area strength and prevent sediment from falling into the voids below. He has been to the Bedford Road area and noted holes there. Or the headwall could be shored up or fill the voids with gravel/flowable fill. Kevin would have to look at the area again to make a recommendation.

David asked Allen how long that would take.

Allen said he could take the asphalt out of it one lane at a time over a couple days to prevent closing the entire road. He would have to order the street plates and is not sure of the availability of what he needs. He will call vendors for availability. He noted two bridges were rebuilt on Francestown Turnpike. He was going to look at them to see what was done to consider another option if needed.

- Joe discussed prioritization of these projects as follows:
 1. Bedford Road culvert due to the current condition and amount of traffic on that road as the second busiest in town.
 2. Lyndeborough Road culvert replacement at meadow brook including shimming and road work. He asked that repair of the delamination of the wooden bridge be considered. The pavement is cracked and affecting the membrane below, the dirt and salt are going in the wood.
 3. Dougherty Lane project.
 4. Town Hall drainage is a lower priority. The Road Crew could do this by digging and putting drain tile in before next winter.
 5. Paving is well within town capability fiscally and contractually with the budget and the Highway Block Grant. This is not a budget issue it is a priority issue.
 6. The South Hill Road area is currently being worked on. The crossing will be done before winter.

Allen agreed. He said if a box culvert is planned for Bedford Road he can order it if it is not already ordered.

Peter noted the box culvert construction was stopped, there were materials but it is not put together. Allen will check on it and put it into motion. He will talk to Kevin tomorrow.

Kevin agreed with the priorities as follows:

1. He recommended doing what can be done to hold over Bedford Road. He can try to do wetland mapping and surveying before it snows so permitting can be obtained over the winter.
2. Lyndeborough Road planning is in good shape. He would like to get final shop drawings from CSI. A decision has to be made on if it will be contracted out or done hybrid to determine the budget and if a Warrant Article would be needed. Peter noted the Warrant Article information will be needed by December 1. Joe noted estimates are needed and decisions have to be made for the wooden bridge as a new membrane, sealer and resurfacing would be needed. These estimates are also needed for Dougherty Lane bridge.

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 hiring of Bruce McKim as Part-time Laborer at Transfer Station, reappointment of Mary Constance as member of Finance Committee, reappointment of Susan Carr to the Energy Committee, hiring of William Dodge as Highway Department Heavy Equipment Operator and appointment of Daryl Luter to the Energy Committee. This will be discussed in non-public and a motion will be made at 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 call 603-848-5387 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. 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:

Item 1: Gerry Cornett-Discussion Re: Revolving Account Proposal For The Transfer Station: Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss a proposal for a Transfer Station revolving account, similar to the Fire Department Ambulance Revolving Account, that would be used to cover the costs of replacing Transfer Station equipment that are used for services not a tax based item. This has been working well for towns that are using it. Documentation was provided to the Selectmen for review. Gerry noted this has been considered over a few years and this is the right time for implementation. It will take a couple years to begin to reap benefits but would be accountable to the town for residents who use the Transfer Station services v. the provided RSA 149 and the town recycling mandate. Proposed funding was reviewed.

Peter noted he and Gerry discussed this today. Peter called the NH Department of Revenue Administration for guidance and Finance Director Jennifer Allocca has requested more

information. A sample Warrant Article from Littleton, NH was reviewed. If approved, coverage is expected to begin April 1 but revenues may come in before that. It is believed and will be confirmed with the DRA that these revenues would not be included in the revolving account, they would be handled as they currently are.

Gerry provided a breakdown of amortized replacement costs of Transfer Station equipment that would be removed from the CIP Schedule if the Revolving Account is in place. He considered how to fund for the future and considered the possibility of continuing to collect the fees in 2020 and putting them into the revolving account leaving the budget in place. In the first year the budget would support the Transfer Station making payments for equipment lease, replacement and repair and other fee items. In 2022 the Transfer Station would be 100% self-supported without taxpayer money except for labor as this is not allowed. Peter is confirming this procedure with the DRA. Fees charged (current fees include 9 cent per pound tipping fee that currently goes to the general fund and then used to cover the Transfer Station budget taking this burden from the taxpayers) would fund the revolving account and this would fund such annual items as scale master usage licensing, scale inspections and NH certifications, lease for scale computer program, and replacement of expendable equipment (dumpsters every 5-8 years, scales every 20-25 years). Gerry provided a breakdown of the fees in the documentation provided.

Joe asked Peter to ask the DRA about recycling revenues, then the Selectmen will discuss it. Gerry proposes these go back to the solid waste budget line/general fund and the service fee items would go to the revolving fund.

Karen reviewed the documentation provided for fee clarification. She noted the breakdown provided was helpful. There is a 7 cent per pound residential disposal fee that is an operating cost that would not be included in the revolving account. The scale policy was reviewed regarding Transfer Station usage by Friendly Beaver Campground customers who can bring only fee items. She also asked that the DRA be consulted about any excess funds in the revolving account after the outlined fees are paid.

Gerry noted these parameters for excess funds would be established by the Town Administrator, Selectmen, Finance Director and Transfer Station Manager. Any excess funds could be spent through an approval process including Selectmen vote.

David asked if the approval process has been drafted. Peter and Gerry noted this will be drafted and presented at the Selectmen meeting planned in December to review all Warrant Articles.

Gerry will consider this further and make a list of priorities for general Transfer Station operation, long term and annually. The Selectmen thanked Gerry.

Item 2: Police Chief James Brace-Discussion Re: Department Staffing And Other Police Department Updates: Police Chief James Brace was present to meet with the Selectmen to update them as follows:

- Staffing:
 - A full-time new hire resigned in July. The Selectmen appointed him in January at \$20 per hour with a delayed start in March, after the town voting day. This also coincided with the NH shutdown due to COVID-19. Due to this and the default

budget his Police Academy training was postponed to August. This delayed his hire to July 27. At that time he notified the town that he was pursuing other options. This created an open full-time position that was not filled immediately due to the default budget.

- Officer Marmorstein was also hired as a part-time officer in January. He completed his training in May and began solo patrol at that time. He has been performing very well. Chief Brace proposes offering him the vacant full-time position with the understanding there is currently a default budget and the town has to wait until voting in March to potentially pass an operating budget. Over the next six months, he proposes promoting Officer Marmorstein to a regular part-time officer with some benefits accruing vacation and sick time according to the Personnel Policy, from his current part-time officer position without benefits. He is scheduled for thirty hours per week. This would also be some recognition of his willingness to wait six months for a full-time position allowing the town to stay within the default budget and earn his probationary year. No problems are expected, his performance is outstanding to date. Karen moved to approve the proposal to move Officer Marmorstein to a regular part-time officer position at the full-time entry level salary of \$20 per hour due to the above noted resignation. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0
- Chief Brace proposes Police Department reorganization in 2021 after town vote and the first quarter of the year as follows:
 - Sergeant and Prosecutor Stephen Case's court caseload has increased. When Chief Brace became Police Chief the prosecutor was needed for 5 court appearances every month (1 every other week) but now involves multiple court appearances each week. The duties involve court appearances requiring preparation and legal documents. This results in approximately thirty hours spent on these tasks each week preventing Sergeant Case from supervisory sergeant duties. The duties are also affected by the advanced nature of the cases he is working on. Reorganizing this position would allow Chief Brace to convert this position to a Detective Sergeant, so Officer Case can offer his expertise and services in high profile investigations and provide support for patrol officers in this way.
 - A Patrol Supervisor would then be appointed to allow the Department to have a supervisor on duty seven nights per week. There are four interested candidates. This would involve written tests and an oral Board made up of Sergeant rank or above from police agencies similar in size to New Boston and a Chief panel to review the candidates' performance during New Boston employment.
 - Four New Boston officers now have at least four years of tenure and are eligible for the rank of Senior Patrolman pursuant to New Boston policy. This is a rank of distinction. They would have to pass the promotional process to achieve the rank. It speaks to their distinguished experience as a patrol officer. They would act as an Officer In Charge if a Sergeant was away.

- Joe supports the proposal and encouraged Sergeant Case to pursue a legal degree on the model of Attorney Kerry Steckowych, a former Goffstown prosecutor who saved the department from spending considerable tax funds on legal fees. Chief Brace noted Sergeant Case has also expressed interest in this. He explained the prosecutor duties include motor vehicle violations, arraignments and juvenile matters each week. These responsibilities continue to grow and Sergeant Case is trying to wear multiple “hats” as a prosecutor and supervisor. Chief Brace is concerned this could be too much and wants to be proactive to address this. He agreed that Joe’s suggestion would be a good pursuit for Sergeant Case.
 - Karen asked if moving Sergeant Case to a Prosecutor/Detective position would cause a need for an additional position in the Police Department. Chief Brace noted it would not as instead a patrolman would be promoted to a Corporal or a Sergeant through the process noted above.
 - David supports the proposal.
- Radio Grant: Chief Brace noted the department received a radio grant last year. The Department is still working with Ossipee Mountain Electronics to reprogram cruiser radios. The date is unknown but this reimbursement grant will allow the Department to reprogram all its radios for needed frequencies at no cost to the town.
- Cruisers:
 - Car five was totaled in an incident September 5, 2020 when a drunk driver hit it while Officer Marmorstein was on patrol on River Road. A replacement was located at MHQ in Massachusetts. Chief Brace has been working on a Purchase Order and working with the insurance company who issued a check for the cost of the cruiser that the town has received. Additional reimbursements are anticipated for equipment installation for which a quote was received today. The Department’s old equipment will be delivered to the location for installation to get car five back online.
 - A new cruiser was ordered in January according to the New Boston cruiser replacement schedule but was been delayed due to COVID-19 shutdowns. It was received two weeks ago. The delay caused an increase in the vehicle repair line but the budget should be adequate. The new cruiser is expected to be ready with all necessary equipment within six weeks.
- Property Room and firearms: During the COVID-19 crisis the Department was able to work on special projects including a complete audit of the Property Room with 100% accounting of all property in the room. As part of the process over 689 items were marked for destruction. Officer Knezevic was appointed Property Room Officer, replacing Sergeant MacLean who left the Department June 2019. Officer Knezevic prepared the motions to destroy in July. The court approved them and the items were destroyed at Wheelabrator that month. He also submitted items for auction with Property Room, an online auction company for unclaimed property. If they sell the town will receive the proceeds less the auction fees. \$524 has come in so far. Chief Brace requested using this as a revenue toward the firearms program. Sergeant Loveless completed a detailed inventory of all Department weapons. Nine of the thirteen Department handguns were found to be sixteen years old. Chief Brace contacted the manufacturer, Glock, who offered \$235 each for these with a purchase price of \$409 for each new gun purchased. He proposed to use the proceeds from the Property Room

auction toward replacing some of the Department handguns. Joe moved to authorize Chief Brace to expend the \$524 from Property Room auction to purchase new firearms. Karen seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

- Addition: The town has been considering completing the back corner of the Police Department over the years. The proposed addition would address space and age needs. Chief Brace requested permission to determine feasibility and develop an estimate prior to the November 12 Police Department appointment with the Finance Committee. A Warrant Article for 2021 may be drafted. A bond would not be needed, the proposal is just to finish some space the Department has, addressing building needs. The proposal was discussed as follows:
 - Holding rooms: The Department currently does not have holding rooms. However, they are needed in certain situations. Additionally, the law requires that juveniles be separated by sight and sound when they are brought in together. The current procedure is to supervise juveniles with separate officers. This has been manageable over the years but with the advanced cases the Department has been handling, it should be addressed. The proposal includes a new booking room and a couple of holding cells downstairs and separate female locker room on the main floor. The Department has outgrown its male locker room and the downstairs locker rooms will both become male only.
 - Building age: The 2017 Master Plan addresses the needs of the building as it becomes thirty years old. It will also address sprinklers that were part of the 2005 Master Plan. Joe noted the septic system is also thirty years old. Chief Brace noted this may be included in the project along with the roof, rotted wood, siding, leach field and any other building issues associated with age.
 - The Selectmen support this proposal. Joe-yes, David-yes, and Karen-yes
- Grant award: Today the Department learned it was awarded a vest grant in the amount of \$3,348 for four bulletproof vests. Karen moved to accept the vest grant in the amount of \$3,348 for four bulletproof vests. Joe seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0
- Vandalism: Officer Vollaro is actively investigating vandalism that occurred over the weekend.

D. OLD BUSINESS:

Item 3: Approval of Public and Non-Public Minutes of August 17, 2020 and September 21, 2020: The Selectmen reviewed the Public minutes of August 17, 2020. Karen moved the Public minutes August 17, 2020 be accepted as amended. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 The Selectmen reviewed the second set of Non-Public minutes of August 17, 2020. There were items to discuss under non-public and approval of the Non-Public minutes #2 was deferred. The Selectmen reviewed the Public minutes of September 21, 2020. Karen moved the Public minutes September 21, 2020 be accepted as amended. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 The Selectmen reviewed Non-Public minutes of September 21, 2020. Joe moved the Non-Public minutes September 21, 2020 be accepted as presented and sealed for the standard period of time. Karen seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

Item 4: Authorization To Sell The Highway Department Sweeper And One Dump Truck As Discussed At the September 21st Meeting-Town Administrator and Interim Road Agent:

Peter reported this was discussed at the September 21 meeting where a part-time employee and town resident asked the Selectmen to consider keeping these vehicles. The Selectmen did not take action at that time. Peter and Interim Road Agent Allen Brown discussed it again and Allen again recommended the vehicles be sold as he estimates they serve no purpose as he has been working in the Department.

Joe reported he researched the frequency of sweeper use and learned from long time Road Crew members it has not been used since 2018. Additionally, it was purchased without Selectmen authorization.

David noted the sweeper was costly and inefficient for the town to run and it is better to contract this service.

Karen noted Allen is currently appointed as a temporary Interim Road Agent and any major changes to equipment inventory should be handled by the permanent Road Agent, yet to be hired. She reviewed Peter's memorandum in which he noted a part-time employee stated this equipment was not needed but this was corrected as the part-time employee argued to keep them. A Road Committee was recently attempted, a quorum was not present but there was conversation about the sweeper and dump truck. Committee members present at that time stated the town should research the financials on the sweeper to determine costs of keeping and maintaining it compared to the cost to contract out this task. Karen recommended keeping the dump truck as a spare to use if another truck breaks down.

Joe noted there is a spare available if the dump truck is sold.

Joe moved to support the recommendation to sell both of these items as presented. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-no. The vote was 2-1 in favor.

E. NEW BUSINESS:

Item 5: First Reading-Thru-Trucking Policy Revision: Police Chief James Brace was present to meet with the Selectmen to discuss a proposed Thru-Trucking Policy revision. The revision is a protocol permit form that truckers fill out to clarify when trucking will take place and the purpose. The town can then explain this to concerned residents when they call and monitor the permit for compliance. Permits would be suspended for violations. Chief Brace reported he met with Interim Road Agent Allen Brown and John Neville last month to discuss this. Some residents are against any trucking in town but Neville has a gravel pit in town and is forced to do some trucking in town from his pit to the Bedford Road area. Thru trucking from out of town on New Boston's feeder roads to another out of town is not permitted. The Selectmen reviewed the proposal and draft permit and considered a processing fee of approximately \$50. Joe moved to move the Thru-Trucking Policy revision proposal to a second reading. Karen seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

F. OTHER BUSINESS:

Item 6: Town Administrators Report:

- A private company, Center For Tech and Civic Life, has been distributing grants throughout the country. The Whipple Free Library was awarded a \$5,000 grant for COVID-19 related reimbursements. Karen moved to accept the \$5,000 grant in the amount of \$5,000 on behalf of the Whipple Free Library. Joe seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0
- Recreation Bus Shelter: No update.
- Highway Superintendent Position: This was advertised again in the Union Leader twice in one week, The Messenger a week ago and the NH Municipal Association for two weeks. No additional applications have been received. Peter will advertise again in Sunday newspapers and the NH Municipal Association website. The Selectmen will consider the next steps at their next meeting.
- Organizational Chart: Deferred to a future meeting. It is posted on the town website but will be removed as it is not yet finalized.
- Disposal of Smaller Dump Truck: This is posted for sale as discussed at the September 21 Selectmen's meeting. Bids are coming in.
- Continued Road Paving Plans: As above.
- Highway Safety Committee: No change.
- Updated Year to Date Expenses and Revenues: Provided. The Departments were not able to do all they wanted to this year due to the default budget but are within the default budget parameters with two months left in the fiscal year.
- Future Location of Selectmen's Meetings: The Selectmen decided to return to the remote format of Selectmen's meetings Due to COVID-19 concerns. Future meetings will be held by conference call live streamed and available to view anytime over <https://townhallstreams.com/towns/newboston> until further notice.
- Slope Drainage Easement on South Hill Road: As above.
- Mowing Project for 2020 (Highway Department): This service was contracted out and is currently taking place.

Item 7: Selectmen's Reports:

David reported the Planning Board will meet next Tuesday where Bradford Tree and Landscaping will present a business plan proposal, Sizemore Trucking will present a proposal for an addition, the zoning and building ordinance amendments will be discussed. The CIP Committee has met twice and will meet again October 28.

Karen reported the following:

- The Road Committee will meet October 28. A quorum is anticipated.
- The New Boston Republican Committee asked Karen to participate in their Adopt A Road program October 10 when they cleaned the roadside from the center of town to Meadow Road. Sixteen bags of trash were collected. They were disappointed to find plentiful Dunkin Donuts and Bud Light litter. The town appreciates their cleanup efforts.
- Karen would prefer returning to live socially distanced Selectmen meetings to encourage public participation during this busy season when the town is discussing many important

issues. It is her understanding that the Emergency Management Director recommended holding meetings remotely but she feels New Boston is doing well with only one reported active COVID-19 case.

G. 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 second session of public comment.

Item 8: Non-Public-Per RSA 91-A:3, II (c) Reputation and Ongoing Legal: Joe moved to enter Non-Public session per RSA 91-A:3II at 7:15 PM. David 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 7:36 PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

Joe moved to seal the Non-Public Minutes for five years, seconded by Karen. All voted in favor 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

Consent Agenda-The Selectmen reviewed the consent agenda including approval of hiring of Bruce McKim as Part-time Laborer at Transfer Station, reappointment of Mary Constance as member of Finance Committee, reappointment of Susan Carr to the Energy Committee, hiring of William Dodge as Highway Department Heavy Equipment Operator and appointment of Daryl Luter to the Energy Committee. Joe moved to approve the Consent Agenda as presented. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

Karen noted the time on the streaming is off by fifteen minutes.

ADJOURNMENT: Joe moved to adjourn the meeting at 7:37 PM. David seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on November 2, 2020 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov**