

Approved

Town of New Boston Selectmen's Meeting February 17, 2021

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

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 considering 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.

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 February 17, 2021 consent agenda. Karen moved to approve the February 17, 2021 consent agenda including authorization of a police cruiser and reappointment of Peter Moloney to the Open Space Committee, David Craig to the Zoning Board of Adjustment, Roger Dignard to the Energy Commission and appointment of Kathleen Hawkes to the Recreation Commission. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

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 Regarding Transfer Station Fees: Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss proposed fee structure adjustments as detailed in his letter to Peter dated February 9, 2021 as follows:

- This is the third year of a three year contract for solid waste, demolition and trucking. An increase is anticipated in the next contract cycle.
- There is a recommendation to increase the fee for refrigerators from \$15.00 to \$25.00 including demolition and Freon.
- There is a recommendation to increase the fee for demolition and furniture from 9 cents to 10 cents per pound with a minimum charge of \$5.00.
- There is a recommendation to cease collecting brush at the Transfer Station due to the current arrangement with a local vendor who is collecting it. This is to continue with the current procedure, keep costs at a minimum and not compete with a local business. The town formerly burned brush but this procedure ceased approximately twelve years ago as it is extremely expensive, difficult and dangerous.
- These recommendations will help prepare the town for the proposed Transfer Station Revolving Fund and be fair to both the town who is covering the costs and residents to make sure they are not overcharged.
- The Selectmen thanked Gerry and agree with the proposed changes. Karen moved to approve the fee increases as presented in Transfer Station Manager Gerry Cornett's letter to Peter titled Fee Structure Adjustments dated February 9, 2021. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

Item 2: Emergency Management Director Dan MacDonald-Seeking Approval Of Hazard Mitigation Grant: Emergency Management Director Dan MacDonald was unable to attend due to attendance at another meeting but the Selectmen approved a grant application in November that Dan submitted. The \$9,000 grant was awarded and Selectmen acceptance is required as part of the grant procedure. Karen moved to approve the state grant of \$9,000 to enable the town to update its Hazard Mitigation Plan in a timely manner. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

D. OLD BUSINESS:

Item 3: Approval Of Public Minutes Of January 11, 2021 and January 27, 2021 and Non-Public Minutes of January 27, 2021: The Selectmen reviewed the Public minutes of January 11, 2021. Karen moved the Public minutes of January 11, 2021 be accepted as amended. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 Joe moved to seal the January 11, 2021 non-public minutes for the standard amount of time. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 The Selectmen reviewed the Public minutes of January 27, 2021. Karen moved the Public minutes of January 27, 2021 be accepted as presented. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of January 27, 2021. Joe moved the Non-Public minutes of January 27, 2021 be accepted as presented. Karen seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0 David moved to seal the January 27, 2021 non-public minutes for

five years. Joe seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

Item 4: Report Of Year To Date Spending And Revenue Report: Peter provided documentation. The budget process has been delayed by postponing voting day. There is no section in the documentation for current year budgeted as this is unknown but Peter is watching spending very closely to ensure the town is working within the recommendations of the NH DRA and governor's office pertaining to frequency and amount of spending during this time without an approved budget. He complimented department managers for cooperating and living within a budget similar to the budget at this time last year.

E. NEW BUSINESS:

Item 5: Town Of New Boston Investment Policy: Peter reported the municipality has its own Investment Policy that the auditors need, modeled after the Trustee of the Trust Funds Investment Policy. It is signed annually and has not changed for many years other than the date. Karen moved to renew the Investment Policy as presented. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

Item 6: Authorization For The Town Administrator To Sign Agreement(s) Pertaining To Healthtrust Insurance: Peter reported the town offers health insurance to employees through Healthtrust. Cigna was offered but this is changing to Blue Cross. The Town Administrator has always signed these agreements. Karen moved to authorize the Town Administrator to sign the Healthtrust Membership Agreement pertaining to health insurance as presented. David seconded the motion. Poll Vote: Joe-yes, David-yes, and Karen-yes. All were in favor. 3-0

F. OTHER BUSINESS:

Item 7: Town Department Managers Monthly Reports: Peter reported this resulted from his recent employment evaluation by the Selectmen. He is working on innovations to improve communication between himself and departments. He and the Selectmen look forward to better communication through receipt of monthly reports of activities from each department by the 10th of each month. Peter then reviews, comments, possibly advises and passes the information on to the Selectmen. These reports are provided to the Selectmen tonight.

Item 8: Town Administrators Report:

- Continued Road Paving Plans: The Selectmen encumbered 2020 funds to start the road paving process as weather allows. Quotes are being obtained and projects will be brought to the Selectmen. Peter will confirm that the town is now using a standard bidding contract furnished by Northpoint Engineering.
- Town Meetings: Dates provided as approved at the January 27, 2021 Selectmen's meeting.
- Items For February 17th Action:
 - Possible Change In Transfer Station Fees: As above.
 - Possible Appointment Of New Officer: To be considered after non-public session.
 - Official Request To Have TA Have Authorization To Sign Off On Health

Insurance Trust Documents: As above.

- Plodzik-Sanderson Auditors: The auditors were in last week to begin the 2020 audit. They were very complimentary of the department managers in providing all the documentation needed in this process that has improved over the years with the institution of the Finance Director position.
- Bid Package Is Due On Dougherty Lane Project: Four bids were received at approximately double the appropriation for this project. Peter and the Road Agent will discuss how to proceed. Joe and Tom Miller may also become involved in planning this project and considering alternatives. The timeframe of this project is limited by the permitting process but funding is non-lapsing.
- Communication: Peter will publish communications with townspeople on the web page on a regular basis to keep them updated on things going on around town. The first was published January 28, 2021.

Item 9: Selectmen's Reports:

Joe reported the Forestry Committee plans field work February 21.

David reported the following:

- The Planning Board met February 9 and approved a lot line adjustment on Bunker Hill Road, heard an informational session of a possible subdivision on Lyndeborough Road. They considered non-residential site plan and New Boston Road Construction Inspection Procedures and Water Resource amendments from Planner Mark Fougere but determined they are not needed at this time.
- He attended the ZBA meeting via Zoom where an application for a commercial property on Chestnut Hill Road was withdrawn and anticipated to be brought to the Planning Board for consideration.

Karen reported the Road Committee will meet February 24. She will keep the Selectmen updated on road maintenance recommendations from the Committee. The Committee thanks the Selectmen for obtaining the publications they requested.

G. PUBLIC FORUM:

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Police Chief James Brace noted the Police Department received a significant generous donation today of \$10,000 from a resident as a thank you for services the Department has provided to him over the years. This donation was specified for body cameras which is a Warrant Article on the 2021 ballot. A Public Hearing will be scheduled for March 15. The Selectmen and Police

Department are grateful for this generous donation. Karen congratulated the Department for a job well done.

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

Item 10: Non-Public-Per RSA 91-A:3, II: Joe moved to enter Non-Public session per RSA 91-A:3II at 6:50 PM. 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 7:14 PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

David moved to appoint as full-time officers Michelle Ryan at \$30.00 per hour effective February 17, 2021 with a start date February 22, 2021 and Andrew Cayer at \$20.00 per hour effective March 1, 2021 with a start date of March 15, 2021. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

Karen moved to approve police officer promotions as presented by Police Chief James Brace. David seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Joe-yes and Karen-yes.

ADJOURNMENT: Karen moved to adjourn the meeting at 7:16PM. 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 March 15, 2021 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov**