

Approved

Town of New Boston Selectmen's Meeting July 7, 2021

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| <u>PRESENT:</u> | Karen Scott | Selectman |
| | David Litwinovich | Selectman |
| | Donna Mombourquette | Selectman |
| | Peter Flynn | Town Administrator |

Recreation Director Mike Sindoni, Road Agent Allen Brown, Transfer Station Manager Gerry Cornett, Brad Bingham, Bill McFadden, Joyce Arivella, Kaleb Jacob and one or more members of the public 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 David Litwinovich at 6:30PM beginning with the Pledge of Allegiance.

Consent Agenda- The Selectmen reviewed the July 7, 2021 consent agenda. Donna moved to approve the July 7, 2021 consent agenda including payroll, Accounts Payable and other signed official documents. Karen seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

David 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 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, David closed the first session of public comment.

C. APPOINTMENTS:

Item 1: Mike Sindoni-Request For Approval-Re: Brick Walkway Fundraiser For Town Common: Recreation Director Mike Sindoni was present to meet with the Selectmen to discuss an October 2019 Recreation Department proposal for a brick walkway fundraiser for the town common gazebo roof. This was delayed due to the pandemic. The gazebo and roof were built by Tony Hall twenty-eight years ago and have received only minor repairs. It is structurally sound but some wood shakes from the roof are noticed on the ground after windstorms and the department is trying to be proactive as a new roof will be needed in the future. Tony will be contacted to see if he has any suggestions for this maintenance to keep a similar look. The roof was assessed and quotes are being obtained for a roof with a similar look to the original. This could cost over \$15,000-17,000. The department proposes a fundraiser to take place over the next one to one-and-a-half years to raise as much as possible for the roof replacement to lessen

the burden on taxpayers. Otherwise, a Warrant Article would be needed for the cost of the roof replacement that is anticipated in 2023. A design was viewed showing where the bricks would be placed on the town common. A previous proposal to move the monument has been withdrawn to avoid damaging it. The gazebo is the town centerpiece, and the roof replacement will keep it looking nice and hopefully last another thirty years. Mike will bring this back to the Selectboard when quotes have been obtained. Transfer Station Manager Gerry Cornett noted grants may be available through the Americans With Disabilities Act. Mike will research this. The Selectboard looks forward to an update on this proposal.

Item 2: Allen Brown: Road Agent Allen Brown was present to meet with the Selectboard to discuss the following:

- **Gas Pump Purchase-Cost Estimates:** The original pumps were installed by Mario Pelletier twenty-two years ago and he has been maintaining them over the years. The Selectboard reviewed the three quotes obtained since this was discussed at the June 21 meeting. Allen recommends Mario Pelletier for the replacement. The project could take eight to ten days, during this time the town will not have access to fuel from the pumps. Allen has arranged fuel deliveries from Dead River Company during this time and will work with Transfer Station Manager Gerry Cornett as he offered use of a tank he has at the Transfer Station if necessary. MB Maintenance inspected the tanks yesterday and said they are working appropriately. The Selectboard will review the quotes in preparation for a decision on how to proceed.
- **Purchase Request For a New Pickup Truck:** Three quotes were reviewed for a new pickup truck as approved by voters in March. Two dealerships do not have a truck in stock but Portsmouth Ford can get a truck within two weeks. It would cost approximately \$50,000 plus the cost of the plow attachment. There is \$65,000 available through the Warrant Article and current Highway Department truck #9 would be sold for approximately \$12,000. The Selectboard will review the information before making a decision.

D. OLD BUSINESS:

Item 3: Request To Purchase Town Owned Land-Update-Follow Up With Abutters-Peter Flynn: Peter reported Jason Lyons met with the Selectboard at the May 17 meeting with a request to purchase a .02-acre parcel of vacant town owned land at Map 8 Lot 68 that has no town function and abuts his property at 143 Bedford Road. Peter has been researching this lot per Selectboard request. Peter sent certified letters to the three abutters on record with a July 1 deadline for response. No response was received. Peter recommends the Selectboard proceed with the sale as requested by Jason and Skye Lyons for an approximate amount of \$500 plus closing expenses. The assessed value is approximately \$100, Peter will confirm this with Assessor George Hildum. The Selectboard is interested in selling the land with a logical justification of the price and looks forward to an update.

Item 4: Approval of Public and Non-Public Minutes of June 21, 2021: The Selectmen reviewed the Public minutes of June 21, 2021. Karen moved the Public minutes of June 21, 2021 be accepted as amended. Donna seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of June 21, 2021. Karen moved the Non-Public minutes of June 21, 2021 be accepted as amended. Donna seconded the motion. All were in

favor. 3-0 The Selectmen re-reviewed the Public minutes of June 21, 2021. Donna moved the Public minutes of June 21, 2021 be accepted as re-amended. Karen seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 5: Acceptance Of Donation Of ‘Poster And Frame:’ Peter reported the poster and frame of “Signs Of New Boston” hanging on the wall next to him was donated by Mary Constance. The policy does not require the Selectboard to accept this donation as it is not valued over \$5,000 but the donation is noted for the record. Donna moved to accept the donation of poster and frame from Mary Constance valued at approximately \$80.00 for the Town Hall. Karen seconded the motion. All were in favor. 3-0 The Selectboard thanked Mary.

Item 6: DRA-PA-28 Form-Vote To Implement Or Not: Peter reported this form from the state is for use by towns that do not have a building permit system for property improvements. This is not needed in New Boston as there is a building permit system and the revaluation is taking place to keep assessments up to date. Peter recommends not sending the form out to residents and returning the form to the state indicating such. Karen moved to accept the recommendation. Donna seconded the motion. All were in favor. 3-0

Item 7: Approval Of 2021-2022 Oil Contract-Guaranteed Pricing For 2021-2022 Winter Season: Peter reported the town has contracted for heating oil service through bid requests. The town has used Putnam Fuel for many years. It has not always been the lowest bidder but the Selectboard has approved the contract to keep business local. There has also been an opportunity to go out for bid as part of a consortium with the School District but the town has not been part of the consortium. One year the town contracted for oil at a lower price than the consortium. Putnam sent a 2021-2022 commitment letter saying the rate would not exceed \$2.349 per gallon, a few cents higher than 2020-2021. Peter recommended locking in this price and waiving the bid process for 2021-2022. The Selectboard prefers the bid process and recommends a pricing comparison prepared by the July 19 Selectboard meeting for decision.

F. OTHER BUSINESS:

Item 8: Request From Fire Wards-Committee Member: Peter reported the voters approved the Fire Wards petition Warrant Article and a committee is being formed. The Fire Wards sent a letter to the Selectboard requesting a Selectboard representative to the committee. David will serve as the Selectboard representative. Karen requested an update from the Fire Wards of how they plan to proceed as they have not held a meeting since the voting day and, at the candidate night, they were asked to begin holding their public meetings in the Town Hall. The Selectboard requested the Fire Wards to meet with them for this update. Donna moved to appoint David as the Selectboard representative to the Committee for a new fire station. Karen seconded the motion. All were in favor. 3-0

Item 9: Resignation From The Open Space Committee: Peter reported Chairman David Grosso resigned from the Open Space Committee. Karen moved to accept David Grosso’s resignation from the Open Space Committee per his letter dated June 22, 2021. Donna seconded the motion. All were in favor. 3-0

Item 10: Town Administrators Report:

- Energy Commission Report: A bid request for LED streetlighting passed by voters went out last week. Eversource is also proceeding with lighting improvements in three town buildings as approved by the Selectboard at the April 19 meeting.
- Year-To-Date Expenses And Revenues: Provided.
- Lyndeborough Road Culvert/Bridge Project: The Selectboard met with Town Engineer July 2 to discuss the bids received and appoint a vendor. The contractor has been notified.
- Paving Update: The contract for paving quality inspections is executed and Northpoint Engineering will begin inspecting asphalt quality at Hooper Hill Road next week. Karen requested the paving schedule from Continental Paving. Road Agent Allen Brown was present and noted twenty-four hour notice can be provided.
- Discussion Relative To The Search Committee: Peter reported the open position has been advertised in the Union Leader and NHMA Want Ad Listing. Four applications have been received so far; many are anticipated.

Item 11: Selectmen's Reports:

Karen reported she has been following up on paving and remaining updated from Continental Paving. The Road Committee will meet July 21.

Donna reported she has been researching Selectboard meeting procedures and recommended these be strengthened. The Selectboard will review and discuss them and consider revising them through the proper procedure.

David reported the Planning Board recently met.

G. PUBLIC FORUM:

David 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 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.

Transfer Station Manager Gerry Cornet was present and noted he has worked in New Boston since 2003 including many years with outgoing Town Administrator Peter Flynn. Gerry thanked Peter for his support and leadership, often making Gerry's job easier over the years and wished him the best in the future.

Bill McFadden of Dane Road discussed the following:

- He asked if a meeting has taken place on a Comcast issue. Peter reported the town requested a meeting with the Comcast area representative which he has not accepted. A higher-level representative will be contacted as the town wants to review the contract. Grant funds related to COVID-19 are available and the town is considering using this to

extend broadband. Finance Director Jennifer Allocca is working on this. Donna noted Comcast is required to provide a map of each New Boston house that has broadband, and the grant application deadline is August 17. Bill is also interested in the map. Bill and Donna will help Jennifer and interested New Boston citizens with this project that will be very beneficial to residents.

- He requested the Selectboard closely review the gas pump estimates as engineering may be required if pipe work is involved in the proposed replacement project.

Joyce Arivella of Riverside Drive was present and noted Parker Road has been paved but has not yet been line striped. She asked that a warning be posted when lines are painted on roads to prevent motorists from splattering wet paint on their vehicles as they drive by.

Seeing no further Public Comment, David closed the second session of public comment.

Item 12: Non-Public-Per RSA 91-A:3, II(a)(b)(c): David moved to enter Non-Public session per RSA 91-A:3II at 7:48PM. Donna seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes. The Board then entered non-public session.

Move to exit Non-Public Session: David moved to exit Non-Public Session at 8:17PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes.

Karen moved to authorize Highway Department Foreman Charlie Byam's grade and step increase from current to grade 7 step 10 at \$26.39 per hour. Donna seconded the motion. All were in favor. 3-0

David moved to appoint the following members to the New Boston Town Administrator Hiring Committee:

Brian Balke (SAU #19 Superintendent)
James Brace (New Boston Police Chief)
Fred Hayes (New Boston Trustee of the Trust Fund, New Boston CIP Committee)
Mitch Larochelle (citizen representative)
Jen O'Brien (citizen representative)
Christine Quirk (former New Boston Select Person)
Todd Selig (Town Administrator, Durham, NH)
Mark Suennen (New Boston Planning Board)

Donna seconded the motion. Discussion: David will contact all this week and communicate this process to the Selectboard. All were in favor. 3-0

The Selectboard thanked Peter for his assistance over the years. Peter also thanked the Selectboard for all they do, he enjoyed working as New Boston's Town Administrator.

ADJOURNMENT: David moved to adjourn the meeting at 8:20PM. Karen seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

Next Scheduled Meeting: Non-Public Town Hall Conference Room July 12, 2021 (9AM)

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