

Approved

Town of New Boston Selectmen's Meeting November 15, 2021

<u>PRESENT:</u>	Karen Scott	Selectman
	David Litwinovich	Selectman
	Donna Mombourquette	Selectman
	James Brace	Interim Town Administrator

Transfer Station Manager Gerry Cornett, Planning Board member Mark Suennen, Joyce Arivella, Bill McFadden, Kaleb Jacob and one or more additional members of the public 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 David Litwinovich at 6:00PM beginning with the Pledge of Allegiance.

Consent Agenda- The Selectmen reviewed the November 15, 2021 consent agenda. Donna moved to approve the November 15, 2021 consent agenda including payroll, Accounts Payable, personnel changes 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: Shannon Silver-2022 CIP Plan: Planning Board member Mark Suennen was present to meet with the Selectboard to review the Planning Board discussion of the 2022 CIP Plan. The Selectboard reviewed a memorandum dated November 10, 2021 from Planning Coordinator Shannon Silver and the history of the items the Planning Board recommends be removed from the CIP Schedule as they are not currently considered capital equipment. To add these items to the CIP Schedule, a Warrant Article is needed for each device to accept them as capital equipment and add them to the CIP Schedule as part of the permanent fleet. David moved to accept the Planning Board's recommendation to remove the vibratory roller and the excavator from the CIP Schedule and place them as individual warrants at the 2022 vote to be accepted as capital equipment and placed on the CIP Schedule if accepted at the town vote. Donna seconded

the motion. All were in favor. 3-0 The Selectboard asked Jim to discuss the number of Highway Department vehicles needed for the number of personnel and contracted plow drivers with the Road Agent. They will subsequently make a decision on if a Warrant Article is needed to add the 2015 Chevy Silverado 2500 to the CIP Schedule. David moved to direct the Interim Town Administrator to communicate with the Road Agent and perform the assessment as discussed on the number of Highway Department vehicles the Highway Department currently has on inventory. Donna seconded the motion. All were in favor. 3-0 The discussion of the 2015 Chevy Silverado will be tabled pending the discussion with the Road Agent as the Selectboard also needs to make a motion to approve the CIP Schedule. Donna moved to accept the Planning Board's recommendation to remove the 2015 Chevy Silverado from the CIP Schedule at this time. Karen seconded the motion. All were in favor. 3-0 The Selectboard reviewed the proposed CIP Schedule. The GIS Mapping System is a new item to digitize the town tax maps and tax assessment purposes to allow the town employees and the public to access information more efficiently and accurately. It does not replace perambulation which is a statutory requirement to confirm town boundaries. The Selectboard motion to approve the CIP Schedule is pending the Highway Department vehicle inventory.

Item 2: Gerry Cornett-A: 2022 Transfer Station MSW And Trucking Bid Open and B: Revenue Allocation/Fund Assignment: Transfer Station Manager Gerry Cornett was present to meet with the Selectboard to discuss the following:

- The Selectboard reviewed the bids received for the 2022 MSW and demolition disposal and trucking. Gerry is negotiating with the trucking bidder and requested no decision on trucking today. The Selectboard tabled the MSW and demolition disposal bids to the next meeting to allow them to review the bids.
- Jim reported 2021 Warrant Article 12 passed. He read aloud town counsel's opinion on whether the Article requires all revenue and fees collected from fee items and the sale of recyclable materials be deposited into the Transfer Station Recycling Center Revolving Fund created pursuant to applicable NH RSAs and case law. Gerry reported that based on this legal opinion, the Transfer Station budget will decrease by approximately \$102,000. The accounting system is working extremely accurately with the scale system, Finance Director and annual audit. He invited anyone interested to meet with him to review the process.

D. NEW BUSINESS:

None.

E. OLD BUSINESS:

Item 3: Approval of Public and Non-Public Minutes of October 30, 2021 and November 1, 2021 and Non-Public Minutes of October 20, 2021: The Selectmen reviewed the Public minutes of October 30, 2021. Donna moved the Public minutes of October 30, 2021 be accepted as presented. Karen seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of October 30, 2021. Donna moved the Non-Public minutes of October 30, 2021 be accepted as presented and sealed five years. Karen seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Public minutes of November 1, 2021. Karen moved the Public minutes of November 1, 2021 be accepted as amended. Donna seconded the motion. All

were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of November 1, 2021. Karen moved the Non-Public minutes of November 1, 2021 be accepted as presented. Donna seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of October 20, 2021. Donna moved the Non-Public minutes of October 20, 2021 be accepted as amended. Karen seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 4: Update-Year-To-Date Expenditures And Revenues: Documentation reviewed. The Selectboard requested more information on the status of each department's Dues and Subscriptions budget lines as they seem to be overspent. Jim will request a detailed report on these lines from the Finance Director.

Item 5: Town Administrators Report: Jim reviewed the Town Administrator's report as follows:

- Jim received a report from the Finance Director that calculated revenue loss caused by the pandemic in 2020 year at 5.6%, \$356,000, which the allocation of ARPA grant funds is based on.
- The second Finance Committee meeting is November 18, 2021. The town operating budget increase threshold is less than 4% and the budget seems on target.
- The impressive Lyndeborough Road Bridge Project is progressing. The decking was reclaimed and paved today. The road may be reopened November 19, 2021, weather permitting. The footing and bridge deck setting discussed at the November 1, 2021 Selectboard meeting is approved and will cause an adjustment in guardrail placement and approach angles. The bills continue to be analyzed.
- The Highway Department gas pump project is complete. The apron was delayed to spring to permit proper curing due to weather conditions. A concern brought by a nearby resident was reviewed. Jim will ask the Road Agent to contact the resident to ensure the concern has been addressed.

Item 6: Department Manager Reports: Reviewed.

Item 7: Selectmen's Reports:

Donna and Bill McFadden reported the group/unofficial broadband committee considering the possibility of expanding broadband in New Boston will meet November 22, 2021.

Donna reported she attended the November 4, 2021 Finance Committee meeting and will attend the November 18, 2021 Finance Committee meeting. Binders prepared for the Finance Committee and Selectboard are prepared with updated information for the November 18, 2021 meeting. The Selectboard requested this be made available for the public. Information for the December 2, 2021 Finance Committee meeting is not yet available.

Karen reported the following:

- Karen followed up on Kaleb Jacob's inquiry at the November 1, 2021 Selectboard meeting about the school district unreserved fund balance. Jim noted he followed up with an e-mail to Kaleb, read it aloud and will forward it to the Board.

- The Road Committee will meet December 1, 2021.
- Karen requested the Selectboard plan to discuss heavy truck traffic on roads, beginning with Byam and Wilson Hill Roads as the Board has received several complaints, safety concerns and counts of heavy trucks traveling the area daily. Scenarios and options were reviewed. Police Chief Jim Brace noted from the enforcement standpoint, the Police Department receives twenty-one requested patrols for speeding, aggressive driving, safety and suspicious activity. The Department is prioritizing allocation of resources during hours when heavy trucks travel. They have been analyzing the complaints, safety concerns and daily heavy truck counts and found the most traffic in the area during commuting times, no accidents involving heavy trucks but volume and wear and tear to the road are concerns. There are many factors that make a solution to this issue challenging. This will be discussed at the December 6, 2021 meeting. Planning Coordinator Shannon Silver will be asked to attend as the Selectboard considered the possibility of obtaining more information at the Planning Board level of how approved subdivisions would affect heavy truck traffic in New Boston.

David reported the following:

- The next Planning Board meeting will be November 23, 2021 when they will continue discussion of potential zoning and building code amendments for 2022, a proposal for an outdoor event venue on Saunders Hill Road.
- The open Town Administrator position has been advertised through SNHPC and UNH. A few applications have been received. David will send an e-mail to the Town Administrator Hiring Committee members this week to begin coordinating an interview meeting.
- The Safety Center Committee anticipates being ready for a Public Hearing or a meeting in mid-December to present a proposal.

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.

Bill McFadden of Dane Road was present and noted the following:

- Line striping has occurred, and he noticed two yellow lines on some roads that did not have this much paint on them before. He asked if this caused increased costs and the reason that it occurred. Jim will contact the Road Agent about this and noted lines on roads are beneficial and proper for reasons including safety and following state statutes.
- He noted concern of a typo on the Agenda.

Mark Suennen of Twin Bridge Road was present and confirmed the number of applications for the Town Administrator position and noted several other towns are also searching for Town Administrators.

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

Item 7: Possible Request for Non-Public-Per RSA 91-A:3, II(a)(b)(c): Donna moved to enter Non-Public session per RSA 91-A:3II at 7:34PM. Karen 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: Donna moved to exit Non-Public Session at 8:39 PM and seal the minutes for five years. David seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes.

ADJOURNMENT: Karen moved to adjourn the meeting at 8:40 PM. David seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room December 6, 2021 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-2500-www.newbostonnh.gov
Handicap Access available**