

Adopted

Town of New Boston Selectmen's Meeting October 7, 2019

<u>PRESENT:</u>	Joe Constance	Selectman
	Karen Scott	Selectman
	Christine Quirk	Selectman
	Peter Flynn	Town Administrator

Transfer Station Manager Gerry Cornett, Transfer Station employees Elaine Wells, Joseph Hewson and Dan Garrity, Mr. Wells, Road Agent Dick Perusse, Recreation Director Mike Sindoni, SAU Superintendent Brian Balke, School Board Chairman Kary Jencks, Gail Parker, Gail Cousins, Dana McLaughlin, Peter Kress, Keith Gentili, David Litwinovich, Susan Carr, Angela Sullivan, Kaleb Jacob and Bill McFadden 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 Joe Constance at 6:00PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda including hire of Peter Mickola as Heavy Equipment Operator for the Highway Department and re-appointment of Rodney Towne to the Road Committee. Christine moved to approve the consent agenda. Karen seconded the motion. 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 state their 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.

Dana McLaughlin and Peter Kress of South Hill Road were present to discuss the poor condition of the road since a washout occurred in July. It was never repaired. Road Agent Dick Perusse was present and noted he has been aware the road needs repair, but it is passable. The Highway Department plans to repair the area by digging and putting down better material on October 15. Dana noted the road has been dangerous to travel since the washout and the repair should have happened sooner when town equipment was in the area repairing Chamberlain Road. Dick noted other road issues have come up and the Department is shorthanded, causing the delay. Dana also noted the plow truck that is now used to plow the area in the winter damages lawns approximately 18" into the yard and damages reflectors residents use to mark the edge of the road. He asked the wing plow not to be put down in front of these properties and said there was no problem in the past when a pickup truck was used for plowing. Dick noted the trucks

currently used for plowing have wings that work on most town roads. He suggested the right of way be surveyed to confirm and the Selectmen agreed. Peter Kress noted they are generally pleased with town roads, but they do have concerns that he expressed in an e-mail to Dick that Dick responded to. Peter Kress also noted he is pleased with the road and does not want it widened. They thanked the Selectmen.

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

C. APPOINTMENTS:

Item 1: SAU 19 School Administrators-Annual Appointment with The Board of Selectmen
Re: School Fund Balance Discussion: SAU 19 Superintendent Brian Balke was present to meet with the Selectmen to discuss the FY19 unassigned fund balance. Brian distributed a chart detailing the balance. He noted that unlike the town, the School District is on a FY from July 1 to June 30 each year. At the end of FY19 the School District had a fund balance of \$818,000 to be used for tax relief showing it is primarily from unspent tuition to the Goffstown School District for New Boston students attending MVMS and GHS. This was caused by tuition recalculation approximately \$1,500 per student lower than the budgeted amount and an increased ratio of students from Goffstown and decreased ratio of students from New Boston attending MVMS and GHS. There was also \$70,000 collected in extra revenue from the state. All other lines were underspent by \$150,000.

Joe reviewed a letter from Senator Dietsch to the Selectmen dated September 26 where she said, "Over the biennium, New Boston will receive \$108,458 in this unrestricted revenue distribution, plus \$885,632 in additional education funding, for a total of \$994,090 in municipal aid over the FY 2020-21 biennium." This was discussed as follows:

- Brian noted the School District anticipates additional revenue over two fiscal years, FY20 and FY21. FY22 also possible. The School District receives \$3,600 per pupil in adequacy aid, a portion of which is raised locally through statewide educational property tax. The School District is currently planning the FY21 budget where the School Board will decide how to use the additional revenue, such as call for a special meeting, determine if it should be used for something specific in the School District or use for tax relief while trying to prevent an artificial one year decrease in the tax rate. The Goffstown School Board will have to make similar decisions with the \$1.5 million extra revenue they anticipate from the state. The School District budget is based on actual student enrollment and extra students are not included. This has worked well except a few years ago when thirty-three unanticipated children moved in at \$14,000 each that was a massive unanticipated budget shortfall. The School District now has the 2.5% Contingency Fund to retain a small amount for unanticipated expenses such as tuition. The tuition amount is calculated according to a formula in the AREA Agreement.
- Joe asked how the \$885,632 in additional education funding would be used. Brian noted the amount of adequacy aid would be increased from \$3,600 to \$3,700. Stabilization grants were reinstated for one year at the 2012 rate. The School District anticipates an artificial drop in the tax rate. NBCS is the third lowest elementary school cost per pupil in NH but the state does not meet its obligation to pay for an adequate education for NH children and this burden falls entirely on the local community. The recent ConVal lawsuit, in which ConVal and other NH School Districts argued the state does not fund a

constitutionally adequate education with its base per student adequacy award, is expected to be appealed to the NH Supreme Court. Joe asked if this includes Special Education costs. Brian noted the state calculates this as an extra adequacy along with English language learners, third graders below proficiency in reading and students who meet qualifications for free and reduced lunch prices. Joe noted the federal mandate for Special Education Aid was supposed to be 40% but it was around 13-14%. Brian noted this decreased even more and the School District was told to anticipate a reduction because the NH Department of Education had been giving a little more than it was supposed to. This is Public Law 94:142 from 1975.

- Joe noted there has been a lot of building in town and there is a 400-acre parcel recently sold that could be subdivided and families with children could move in. He asked if the School District has a plan. Brian noted the School District is very concerned about the potential for continued growth. They estimate there are over 200 approved building lots. 19% of all New Boston residents are school aged children. In contrast, 13% of all Goffstown residents are school aged children. Opening enrollment at NBCS was 571 children and the building is maxed out. NBCS uses a portable for classroom space and the next move would be to take occupancy of the white buildings again. There is an addition on the CIP Schedule that was presented to the Committee last week with potential for a bond vote in March 2021. The School District hopes this will not be necessary as the state does not provide Building Aid anymore, formerly provided to School Districts at 30-75% of projects. The School District doesn't want to request a massive school project understanding what that would require of the community. There is also a movement to require full day kindergarten. That would be catastrophic for NBCS as two more classrooms would be needed. Building and development is a major problem. The School District has been working with Planner Mark Fougere who has shown there is an 8% increase in elementary enrollment in recent years along with an increase in middle and high school students. He has shown families with older children are moving into existing homes.

The Selectmen thanked Brian and Joe noted he plans to begin attending School Board meetings again.

Item 2: Gail Parker-Discussion and Request to Create New 'New Boston' Sign at Village Triangle: Gail Parker of Mill Street was present to meet with the Selectmen to present a proposal for a new 'New Boston' sign at village triangle. She noted she meets a lot of visitors to New Boston. She also visits other NH towns and has noticed they have new signs welcoming visitors to their town. She proposes replacing the sign at the village triangle. She presented a preliminary design, like the library sign, to the Selectmen with granite posts and a darker wooden sign with gold. She noted the location of the current sign is ideal and the current Garden Club plantings would remain. She got a quote of \$3,500-4,500, possibly including installation, that would be raised through fundraising like the Mill Pond Footbridge fundraising. An account would be opened at the bank for donations that would be tax deductible. The sign would be donated to the town for ownership and liability. She also noted the Gravity Monument would remain and the current hedge there is a danger for sight line and traffic safety that should be reviewed by the Highway Safety Committee and trimmed immediately.

Dan Garrity of Mill Street asked if the hedge could be replaced with a boxwood or a planting that can be kept under control.

Kaleb Jacob of Fraser Drive asked the historical significance of the existing sign. Gail noted she is not sure but believes it was installed in the 1940's or 1950's and has held up well. She suggested moving it to the corner of New Boston Road and Bedford Road to help make the corner visible at night.

Karen noted she is interested in the sign proposal, offered the Selectmen's help with fundraising and wants to make sure the proposed sign complies with the sign ordinance. Gail will check on the sign ordinance with the Building Department.

Christine moved to support the initiative and authorize Peter to set up an account for fundraising at the appropriate time. Karen seconded the motion. All were in favor. 3-0

Item 3: Angela Sullivan-Proposed First Reading-Cell Phone Policy for Board Members at Selectmen's Meetings: Peter reported he spoke to Angela after she presented a letter to the Board at the last meeting. He researched New Boston policies and found the suggestion would be added to the Selectmen's Meeting Procedures. The Selectmen reviewed the drafted revision. Angela was present and thanked Peter for drafting the revision and the Selectmen for taking it into consideration. Christine moved this to a second reading. Karen seconded the motion. All were in favor. 3-0

Item 4: Dick Perusse-Highway Superintendent-Updates on Dougherty Lane And Salt Shed: Road Agent Dick Perusse was present to meet with the Selectmen to discuss Highway Department projects as follows:

- Dougherty Lane: The permitting states the project will be done during low flow, mid-July through September. The bid package is not ready yet but will be put out this fall to be done summer 2020 with funds encumbered from 2019 for the project. A subdivision is now proposed in the area and questions came up about the bridge and sight line at an intersection towards the bridge from Middle Branch Road. Dick said mowing, signage and tree cutting might be needed for sight distance improvements. Planning Board member David Litwinovich was present and noted an approximately two-hour site walk in the area took place Saturday. The Planning Board plans to consider road improvements from the Tucker Mill Road intersection to the bridge.
- Salt Shed: The sand pile is currently located where the new salt shed would go. The Department is building a new area to stockpile sand. It is a work in progress, not a priority.
- Lyndeborough Road Bridge: A sitewalk with the granting authority took place with NH DES, ARM grant representative, National Highway Transportation Committee, NH Fish & Game, Army Corp, Hillsborough County Conservation and interested residents. All met at the town hall to review the plans then went to the location where the bridge is planned. All were pleased with what they saw. A decision is expected in November and it seems positive that New Boston will be awarded the grant.

Item 5: Gerry Cornett-Transfer Station Superintendent-Discussion of Infrastructure Repairs and Improvements, Restructuring Personnel Assignments:

Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss Transfer Station updates as follows:

- School recycle van grant acceptance: Van purchased in May to replace the original recycle van purchased in 2010. Purchase made with money from the Transfer Station budget with anticipation of a grant. The Transfer Station staff worked to upfit the van and it was completed just before school began in September. NH Beautiful returned \$4,000 to the Transfer Station budget through a grant. The Selectmen complimented to truck setup and organization. School Board Chairman Kary Jencks was present and thanked the Selectmen and Transfer Station staff for supporting the NBCS Recycling Truck as it is very beneficial for NBCS and the town. Karen moved to accept the NH the Beautiful grant. Christine seconded the motion. All were in favor. 3-0
- Paving: Four-year-old paving under the storage area at the northwest side of the scale house was found to be deteriorating and water is migrating under the building and scales. There are cracks in the storage area pavement toward the scales where it lifted about four inches this past winter. There are new cracks in the foundation toward the scale house. Gerry requested to repair this year before winter to prevent further damage, especially to the scales that could be a \$40,000 investment. He is requesting paving quotes. If can't get it done it will have to be sealed. It will be financed through the budget but not through the Transfer Station Machinery and Equipment Expendable Trust as voters did not approve changing the purpose of that fund in March 2019 to the Transfer Station Machinery, Equipment and Facility Expendable Trust. Gerry will meet with Peter tomorrow to discuss how the paving repair will be funded through the 2019 budget. The Selectmen agree the work needs to be done before prevented by weather.
- Other facility projects: Concrete pad for the metal trailer along with repair and safety improvements in that area will be done this month.
- Staff realignment: One person has been out for ten months and will probably be unable to return. This can be discussed in non-public if necessary. The remaining Transfer Station employees have been doing a phenomenal job covering for the absence, but without proper compensation. Three of these employees are present tonight. Gerry explained the Transfer Station only has two full time employees since Gerry decreased the number of employees when became Transfer Station Manager. The town had fewer residents at that time, but he expects this staffing level to continue working well. He proposes Joseph Hewson be moved to the ¾ time position and be trained as the third weighmaster. Elaine is the second weighmaster. Gerry requested she be moved to permanent full-time foreman with appropriate compensation as soon as possible. She has been out of work and expected to return in four weeks. Wayne Travers is retiring this month after many years. Dan Garrity is replacing him in this position and doing a great job. These changes will have a minimal impact on next year's budget. Elaine will be replacing the former foreman at a lower rate and reasonable wages are requested for all. The Selectmen congratulated the Transfer Station employees. Christine moved to accept personnel changes as requested at the Transfer Station. Karen seconded the motion. All were in favor. 3-0

Item 6: Mike Sindoni-Recreation Director-Discussion and Request Re: Trunk or Treat on Halloween And Update on Bus Carport and Fall Programming: Recreation Director Mike Sindoni was present to meet with the Selectmen to discuss Recreation Department updates as follows:

- The Recreation Department plans the Trunk or Treat Halloween event this year. Mike requested using 12 Town Hall parking spaces from 4:30-9:30 PM for the event. The Selectmen approved. The Recreation office and library are accepting candy donations to help downtown residents who have hundreds of trick or treaters each year.
- A bus shelter was ordered in May from TNT Carports and paid in full. They are behind on delivery and production. Mike has been contacting them since May and recently learned NH deliveries are expected in two weeks with installation one week later. The carport is hoped to be done by the end of November. Mike filed a complaint with the Better Business Bureau as did other customers. A previous agreement with another company fell through as the other company doesn't build these shelters anymore. Joe asked if van storage during winter storms can be donated or provided by a town resident if the shelter is not installed in time. The bus is very popular, and the life of the vehicle is hoped to be prolonged.
- The Recreation Department fall program and events schedule was reviewed including Halloween, basketball, safe sitter, two flu shot clinics and two senior trips per month going down to one trip per month in the winter.
- There was a water line issue from NBCS to the white buildings that the Recreation Department uses. There was no water at the white buildings. The School District and Recreation Commission decided to replace the water line. This cost \$18,000 but needed to be done. The lease agreement states the Recreation Department is responsible for that cost. Mike met with the School Board requesting help with the cost, where they offered to share 50%. The white buildings were last used by NBCS four years ago. Mike thanked the School Board for supporting the Recreation Department. School Board Chairman Kary Jencks thanked John Neville and Gerry Perron for their help and support with this project and others over the years at the school.

D. OLD BUSINESS:

Item 7: Approval of Public and Non-Public Minutes of September 16, 2019: The Selectmen reviewed the Public minutes of September 16, 2019. Christine moved the Public minutes of September 16, 2019 be accepted as amended. Joe seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of September 16, 2019 and they will be discussed in non-public session.

E. NEW BUSINESS:

Item 8: Affirmation of Poll Vote Regarding Grade and Step Proposal as Presented at Selectmen's Meeting of September 16: Peter reported he was directed at the September 16 meeting to poll the Selectmen on September 20 for their vote regarding this item. He did so, and the motion carried 2-0 which he reported in his Memorandum to the Selectmen dated October 2.

Gail Cousins of Ridgeview Lane was present and asked why there was a no vote. Karen stated she did so because she did not receive information to make an educated and informed decision prior to voting time.

Gail asked what information was missing/what did Karen not have access to.

Kaleb Jacob of Fraser Drive interrupted saying “point of order.” Joe noted Gail can ask the question.

Karen said she requested information of comparison of two employee positions and salaries requested for increase to similar positions in surrounding towns and was unable to make an informed decision. She said she received some requested information late Friday afternoon and would not vote if she does not have the opportunity to read and inform herself. She was in favor of adding the four grades as presented as longtime employees should have the opportunity to advance but it was a package deal.

Gail asked if the package would be revised and the Selectmen said no.

Peter noted he does not remember Karen asking for the comparison information. He has searched for her request in e-mails and video recording of the meeting and cannot find the request. If it had been requested the information available Tuesday afternoon and he would not have ignored the request.

Karen noted she sent Peter an e-mail and had a discussion at the town hall where she asked him for the comparisons and asked him to send her a sheet he sent her with the “B” steps. She received them in an e-mail from Peter on Friday. She said Peter sent her an e-mail on Thursday saying Joe and Christine had voted but he had not heard from Karen yet. Friday morning Peter sent her an e-mail. She will bring the e-mails forward if anyone would like to view them and their timestamps.

Peter said he doesn’t know or remember if he got an e-mail from Karen requesting additional information.

Karen said she is not going to vote on something she feels is important without getting appropriate information.

Peter noted he usually gives information when asked.

Christine moved to approve the grade and step schedule as presented at the September 16 meeting. Joe seconded the motion. The motion carried. 2-1 Joe and Christine yes, Karen no.

F. OTHER BUSINESS:

Item 9: Town Administrators Report:

- Recreation Bus Shelter: As above.
- Update on Record Retention Committee: The Committee met Friday and continued discussing funding for future record retention for Building and Planning Department

records, which could be done through an expendable trust fund to appropriate money set up through a Warrant Article to be voted on in March.

- Status on Rear Firehouse Lot: The Selectmen asked this be considered for Fire Department personnel parking when events are going on downtown. Peter is reviewing this with Town Engineer Kevin Leonard. Environmental and wetland aspects may be involved.

Item 10: Selectmen's Reports: Karen reported the following:

- She met with the Road Agent and Highway Department personnel about the statements made by Susan Carr at the last Selectmen's meeting. Another meeting is needed to discuss discrepancies in statements made.
- She sent e-mails to Road Committee members to set up a meeting.

Joe reported Forestry Committee updates as follows:

- The Committee is designing a plaque and planning for the Dwight Lovejoy educational loop honoring the late former Selectman, lifelong resident and decorated Vietnam veteran.
- The Committee will meet with the School Board to revise the annual first grade NBCS Christmas Tree planting field trip schedule as the Committee plans to use bigger, hardier trees that should be planted in the fall.

G. PUBLIC FORUM:

Bill McFadden of Dane Road asked the following:

- The audience be reminded to give their name and address prior to speaking at Selectmen's meetings.
- Was a deposit made on the Recreation bus shelter? Recreation Director Mike Sindoni was present and noted it was paid in full of Recreation Department funds.
- Fire Department siding repair status? This was postponed due to serious illness but will be done very soon.

Kaleb Jacob of Fraser Drive noted he said "point of order" during the meeting as he understands the public doesn't usually ask questions of the Selectmen as were being asked. He was surprised it could continue asked if that would be allowed going forward. Joe noted it often occurs, discussion is usually opened, and the questions were not unusual.

Item 11: Possible Non-Public Session per RSA 91-A:3, II (a and c): Christine moved to enter Non-Public session per RSA 91-A: II (c) at 6:46PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: Joe-yes, Christine-yes, and Karen-yes. Board then entered non-public session.

Move to exit Non-Public Session: Christine made a motion to exit Non-Public Session at 7:19PM. Karen seconded the motion. All were in favor. 3-0

Joe Constance moved to seal the non-public minutes for 5 years. Christine seconded the motion. All voted in the affirmative 3-0.

ADJOURNMENT: Karen made a motion to adjourn the meeting at 7:20PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on October 21, 2019 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov**