

# Meeting Summary

## Town of New Boston Selectmen's Meeting September 20, 2021

**PRESENT:** Karen Scott Selectman  
David Litwinovich Selectman  
Donna Mombourquette Selectman  
James Brace Interim Town Administrator

Andrew Tiebout and Representatives from Affinity LED Lighting, Recreation Director Mike Sindoni, Dan Garrity, Chris Hall, Bill McFadden, Kaleb Jacob, Joyce Arivella 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 September 20, 2021 consent agenda and deferred approval pending further discussion.

### **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: LED Streetlight Presentation:** Project Manager Andrew Tiebout and Project Developer Cassidy Brenner from Affinity LED Lighting presented to the Selectboard regarding an LED Lighting proposal for New Boston streetlights.

**Item 2: Recreation Director Mike Sindoni-Confirm Trick Or Treat Hours And Trunk Or Treat Event:** Recreation Director Mike Sindoni was present to meet with the Selectboard to discuss a proposed Trick Or Treat and Trunk Or Treat event on October 31, 2021. Karen moved to allow the Recreation Department to move forward with Halloween events as presented. Donna seconded the motion. All were in favor. 3-0

### **E. NEW BUSINESS:**

**Item 3: Town Employee 2022 Pay Scale Discussion For Budget Preparations:** The Selectboard reviewed a town employee salary proposal for consideration during 2022 budget preparations.

**Item 4: Use Of Decommissioned 2014 Police Cruiser For Building Inspection Purposes:** The Selectboard reviewed a proposal to use the decommissioned 2014 police cruiser for Building Department inspection purposes.

**Item 5: Use Of ARPA Funds To Purchase Air Quality Systems For Town Offices:** The Selectboard reviewed a proposal to use approximately \$20,000 of American Rescue Plan Act funds to purchase air quality systems for town offices in approximately eight town buildings.

**Item 6: Discussion Of Accounts Payable Policy:** The Selectboard reviewed and revised a draft Accounts Payable policy prepared by Finance Director Jennifer Allocca as a result of an issue that occurred in the Peterborough, NH accounts payable department.

#### **D. OLD BUSINESS:**

**Item 7: Approval of Public Minutes and Non-Public Minutes of September 1, 2021:** The Selectmen reviewed the Public minutes of September 1, 2021. Karen moved the Public minutes of September 1, 2021 be accepted as amended. Donna seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of September 1, 2021. Karen moved the Non-Public minutes of September 1, 2021 as presented. Donna seconded the motion. All were in favor. 3-0

**Item 8: Mill Street Follow Up Discussion And Recommendations-Chris Hall:** Chris Hall and Dan Garrity of Mill Street were present to follow up on discussion and recommendations at the August 16 Selectboard meeting.

**Item 9: Discussion-Further Input On Meeting Policies:** The Selectboard reviewed and revised proposed revisions to the Selectboard Meetings policy and will continue to consider if these procedures should be formalized.

#### **F. OTHER BUSINESS:**

**Item 10: Update-Year-To-Date Expenditures And Revenues:** Documentation was provided and reviewed in detail.

**Item 11: Town Administrators Report:** Jim presented the Town Administrator's report. Donna moved to contract with MB Maintenance for the gas pump renovation. Karen seconded the motion. All were in favor. 3-0

**Item 12: Selectmen's Reports:** Discussed.

#### **G. PUBLIC FORUM:**

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Kaleb Jacob of Fraser Drive made a comment.

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

**Item 13: Possible Request for Non-Public-Per RSA 91-A:3, II(a)(b)(c):** David moved to enter Non-Public session per RSA 91-A:3II at 9:35PM. 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 10:49PM. Karen seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes.

Donna moved the Non-Public minutes of September 20, 2021 be sealed five years. Karen seconded the motion. All were in favor. 3-0

Donna moved to accept the LED lighting bid from Affinity for streetlights as presented. Karen seconded the motion. All were in favor. 3-0

**ADJOURNMENT:** Donna moved to adjourn the meeting at 10:50PM. Karen seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Non-Public Special Meeting  
Town Hall Conference Room September 23, 2021 (7:00 PM)  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-2500-[www.newbostonnh.gov](http://www.newbostonnh.gov)  
Handicap Access available**