

# Meeting Summary

## Town of New Boston Selectmen's Meeting October 18, 2021

**PRESENT:**

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

Selectmen's Assistant Laura Bernard, Transfer Station Manager Gerry Cornett, Finance Director Jennifer Allocca, Bill McFadden, Chris Hall, Dan Garrity 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 October 18, 2021 consent agenda. Donna moved to approve the October 18, 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: Elderly And Disability Exemptions-Town Revaluation-Laura Bernard:** Selectmen's Assistant Laura Bernard was present to meet with the Selectboard to discuss a hardship abatement proposal for 2021 Elderly and Disability Exemptions in relation to the town revaluation completed in September. Donna moved to approve the proposal to provide hardship abatement applications to residents who are approved for an elderly exemption in 2021 by request. David seconded the motion. All were in favor. 3-0

**Item 2: Application For Appointment-Jim Keyes-Solid Waste Advisory Committee:** The Selectboard reviewed Jim Keyes' application for appointment to the Solid Waste Advisory Committee. Karen moved to appoint Jim Keyes as a member of the Solid Waste Advisory Committee for three years. Donna seconded the motion. All were in favor. 3-0

**Item 3: Transfer Station-Operational Hours Change-CRF-Gerry Cornett:** Transfer Station Manager Gerry Cornett was present to meet with the Selectboard to discuss proposals to change operational hours and a CRF, along with the Transfer Station budget status. Karen moved to approve the request to extend operational hours at the Transfer Station to be open to residents on Thursdays from 9:00 AM to 6:00 PM. Donna seconded the motion. All were in favor. 3-0 Donna moved to create a Warrant Article for the proposed Transfer Station CRF pending official naming and language from the NH DRA. Karen seconded the motion. All were in favor. 3-0

**Item 4: Fire Department-Costs Related To Generator Repair-Dan MacDonald:** Jim reported Fire Chief Dan MacDonald noted concerns that costs related to the recent generator repair discussed at the October 4, 2021 Selectboard meeting would be applied to the Fire Department budget. The Selectboard asked Dan to meet with them at the November 1, 2021 Selectboard meeting to discuss the concerns if needed.

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

**Item 5: Finance Director-CRF, PandaDoc, ARPA, Broadband-Jennifer Allocca:** Finance Director Jennifer Allocca was present to meet with the Selectboard to discuss proposals for CRFs, PandaDoc implementation, potential uses and current status of ARPA grant funds and an update on broadband research. Karen moved to approve the request to draft Warrant Articles for a Transfer Station CRF and a Municipal Facilities and Improvements CRF pending language approval from the NH DRA. Donna seconded the motion. All were in favor. 3-0

**Item 6: Phone Vendor Change-Laura Bernard/Jim Brace:** Selectmen's Assistant Laura Bernard and Interim Town Administrator/Police Chief Jim Brace were present to discuss a proposal for a phone vendor change. Donna moved to accept the agreement with Twin Bridge Services to replace and improve phone communication systems throughout town buildings using the 2/3 in 2021 and 1/3 in 2022 payment plan. Karen seconded the motion. All were in favor. 3-0

**Item 7: Setting Of The Tax Rate Discussion-Laura Bernard:** Selectman's Assistant Laura Bernard was present to discuss the status of the 2021 tax rate setting.

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

**Item 8: Decision Town Employee 2022 Pay Scale For 2022 Budget:** The Selectboard reviewed a town employee salary proposal for consideration during 2022 budget preparations. The Selectboard appreciates the workforce and plans to review COLA plan annually. Donna moved to accept the town employee pay scale and COLA as presented and annual review of COLA. Karen seconded the motion. All were in favor. 3-0

**Item 9: Decision On Curbing/Mill Street:** The Selectboard considered the suggestion of adding curbing on Mill Street as discussed at the August 16 and September 20, 2021 Selectboard meetings. Karen moved to allow Chris Hall and Dan Garrity to add pieces of curbing available at the Highway Department to Mill Street to address water concerns as presented. Donna seconded the motion. All were in favor. 3-0 Donna moved that upon acceptance of the curbing and installation, the town assumes no liability or responsibility and the curbing should not be

placed in the right of way or in any way impeded town equipment such as plows, etc. Karen seconded the motion. All were in favor. 3-0

**Item 10: Decision On Decommissioned 2014 Police Cruiser For Building Inspection Purposes:** The Selectboard reviewed a proposal to use the decommissioned 2014 police cruiser for building and fire inspection purposes as discussed at the September 20 and October 4, 2021 Selectboard meetings, along with use by any town hall employee who needs it as it is available. Karen moved to accept use of the 2014 police cruiser as a town vehicle to be used by inspectors and those deemed needing it for town business with the understanding that it would be replaced with another used vehicle as needed in future years. Donna seconded the motion. All were in favor. 3-0

**Item 11: Approval of Public Minutes of October 4, 2021 and Non-Public Minutes of September 23, 2021 and October 4, 2021:** The Selectmen reviewed the Public minutes of October 4, 2021. Karen moved the Public minutes of October 4, 2021 be accepted as amended. David seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of September 23, 2021. Karen moved the Non-Public minutes of September 23, 2021 be accepted as presented. David seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of October 4, 2021. Karen moved the Non-Public minutes of October 4, 2021 be accepted as presented. David seconded the motion. All were in favor. 3-0

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

**Item 12: Update-Year-To-Date Expenditures And Revenues:** Documentation reviewed.

**Item 13: Town Administrators Report:** Jim presented the Town Administrator's report. David moved to authorize Road Agent Allen Brown to enter into a proposed Agreement. Donna seconded the motion. All were in favor. 3-0

**Item 14: Selectmen's Reports:** Reviewed. David moved to empower the group/unofficial broadband committee to move forward with the NH Municipal Association for \$7,500 of ARPA funds for help and resources for broadband in New Boston. Donna seconded the motion. All were in favor. 3-0

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

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**Item 16: 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 9:27PM. 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:** Karen moved to exit Non-Public Session at 11:02 PM. David seconded the motion. All were in favor. 3-0 Poll Vote: David-yes, Donna-yes and Karen-yes.

David moved the Non-Public minutes of October 18, 2021 be sealed five years. Karen seconded the motion. All were in favor. 3-0

**ADJOURNMENT:** David moved to adjourn the meeting at 11:03PM. Karen seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room October 30, 2021 (8:30 AM)  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-2500-[www.newbostonnh.gov](http://www.newbostonnh.gov)  
Handicap Access available**