

Approved

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

<u>PRESENT:</u>	Joe Constance	Selectman	
	Rodney Towne	Selectman	Absent
	Christine Quirk	Selectman	
	Peter Flynn	Town Administrator	

Transfer Station Manager Gerry Cornett, Recreation Director Mike Sindoni, Recreation Commissioner Kim Borges, School Board Chairman Wendy Lambert, NH Representative Donna Mombourquette, Susan Carr, David Litwinovich, Kaleb Jacob, Karen Scott and two more 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 Joe Constance at 6:00PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Christine moved to approve the consent agenda. Joe seconded the motion. All were in favor. 2-0

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 a 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 Peter beforehand.

NH Representative Donna Mombourquette was present to introduce herself as a new state representative to the Selectmen. She noted she was assigned to the Municipal and County Government Committee. She plans to work closely with the Selectmen to make sure all her votes are in the best interest of the town and its citizens.

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

Announcement of Public Hearings for Bond and 2019 Budget- January 15, 2019

Joe read aloud the Notice of Public Hearing as follows: The New Boston Board of Selectmen will hold a Public BOND Hearing at 6:15 PM on Tuesday, January 15, 2019 at the Town Hall Meeting Room relating to a bond request in the amount of \$2,800,000 for construction of a new Fire and EMS Facility. The New Boston Board of Selectmen will hold a Public Hearing at 6:20 PM on Tuesday, January 15, 2019 at the Town Hall Meeting Room relating to the 2019 Town of New Boston Municipal Budget. The public is invited to provide comments and input to the

Selectmen. This public hearing is conducted under the provisions of RSA 32: 5, I, and all operating budgets and warrant articles will be reviewed and discussed.

The Selectmen noted the Articles are numbered but the final assigned numbers could change depending on the number of zoning and planning Articles.

C. APPOINTMENTS:

Item 1: Recreation Commission Members To Discuss Bus Shelter And Funding:

Recreation Director Mike Sindoni and Recreation Commissioner Kim Borges were present to meet with the Selectmen to discuss a shelter for the new minibus and funding. Mike noted the Department took delivery of the new bus in September. It is very popular with the Senior Citizen group the Department serves and is easier to get in and out of than the former van. The bus is getting detailed this week and more trips are planned. He is here to follow up on the discussion of a bus shelter to be built between the Recreation office and the concession stand. The Recreation Commission has not met since November but a meeting is scheduled next week. Mike will go to the Friendly Beaver Campground to take pictures of shelters there to show the Commissioners. Joe noted the Commission had originally planned a wood structure to closely match the construction style of the dugouts and grandstand at a substantially higher cost. If the Recreation Department is able to raise money for this structure the modular structure the Selectmen propose could be used by another town department. Mike noted it is normal procedure for the Commissioners to discuss projects at their formal meetings and will do so for this project at their meeting next week.

Item 2: Susan Carr-Re-Explanation Of Community Transportation Service As Presented At December 17th Meeting. Explanation of Proposed Article 29:

Susan Carr was present to meet with the Selectmen to follow up on her December 17th discussion with Selectmen for a community transportation service for senior citizens. She reported she has learned the funding is from the Federal Transit Administration Section 5310 Program for elderly and disabled transportation. This federal funding is distributed by the NH DOT to the Regional Coordinating Councils around NH who then select the services that will utilize the funding and contract with providers for the services. The FTA Section 5310 program has existed for many years and it is highly likely the federal government will continue to provide funding support for elderly and disabled transportation services in the future. NH selects Section 5310 projects every two years. NH DOT is likely to announce funding availability for the next two years by the end of January and the Region 8 Coordinating Council will then begin the process of selecting projects. New Boston is on the Region 8 Coordinating Council agenda tomorrow night and will know about funding by the end of January. They are very interested in New Boston. The service would be available five hours per day two days per week by reservation with preference for medical appointments. An experienced coordinator handles scheduling. Peter noted the maximum New Boston would have to pay is \$15,000 and could be lowered to \$8,000. The grant would be for at least \$15,000. A Warrant Article is prepared. The grant could be 50-80% of the program cost depending on federal funding. There is no capital investment as the Recreation Department minibus will be used. The organizers asked if this could be placed on the Warrant as a Selectmen's Warrant Article. The Selectmen noted this is a reliable service for New Boston with a population that needs this assistance. The Selectmen are in favor. Joe moved to include this on the Warrant as a Selectmen's Article for community transportation service for the amount of

\$30,000 that would likely be offset by and is contingent upon a grant from the Federal Transit Administration. Christine seconded the motion. All were in favor. 2-0 The Article wording has been reviewed by the NH DRA. The word “taxation” could be changed to “fund balance.” The Selectmen agreed to change “taxation” to “fund balance” to have no impact on taxation. If the grant is not received the town will not proceed with this project.

D. OLD BUSINESS:

Item 3: Approval of Public Minutes of December 17, 2018: The Selectmen reviewed the Public minutes of December 17, 2018. Christine moved the Public minutes of December 17, 2018 be accepted as amended. Joe seconded the motion. All were in favor. 2-0

Item 4: Review Of Warrant Articles (Post DRA And Legal Review): Joe reported the Articles were significantly scrutinized by the DRA and town counsel. There are four Articles that are on the Warrant in case the budget fails and would be null and void if the operating budget passes. If both fail, the town won’t have a budget for those items. This is caused by RSA 40:13 effective as of August 24, 2018 that changes how contracted items are calculated in the default budget. Peter reported two or three Articles were removed from the Warrant by the DRA and town counsel as they were determined to be inappropriate. The dispatch article is very important. If these Articles don’t pass the contracted amount would have to be taken from other budget lines that are not delegated for that purpose. Other towns and school districts are having the same problems and it is in the news. This is a real and serious situation if the budget needed to operate the town does not pass. The Articles will be reviewed during the January 10 final Finance Committee meeting where they vote on the submitted budget and the January 15 Public Hearing.

Item 5: Review Of Year End Spending And Revenue Report As Of December 31, 2018-Tentative: Peter reported there are still 2018 invoices pending. Approximately \$100,000 of unreserved fund balance is expected. Most departments remained within budget in 2018. Some departments ran with staffing vacancies and uncompleted projects to stay within budget constraints.

E. NEW BUSINESS:

Item 6: Encumbrance Authorization To Carry Over To 2019-Government Buildings \$1,050: Peter reported the request has changed to \$45,000 due to a technology and server proposal for 2019 that was very expensive. In summer 2018 there was a server failure. The town wants to prevent that from happening again. The town does not want to change IT vendors. This item was decreased in the 2019 operating budget. Peter recommends the Selectmen encumber \$35,000 from the 2018 budget for this purpose along with a request to encumber \$10,000 for record scanning and completion of adding a heat zone in the Town Hall. The Selectmen are in favor of the proposal. Christine moved to encumber \$45,000 from the 2018 budget for the technology and server proposal, record scanning and completion of adding a heat zone in the Town Hall. Joe seconded the motion. All were in favor. 2-0

F. OTHER BUSINESS:

Item 7: Town Administrators Report:

- Record Retention: Scanning has begun after Peter signed the contract with New England Document Systems. The state sent 90% of the grant money it awarded to the town with 10% to be received upon completion of the project. The completion date is not yet known. The committee will meet again in January to set its next priorities. The vendor will hand deliver the most delicate town documents for the Cannon project to the Maine facility where they will be scanned. The Selectmen expressed their compliments to Deputy Town Clerk and Committee Chairman Cathy Strausbaugh for guiding the Committee. As this project progresses it will help keep documents secure, make them more accessible and save space and time in the Town Hall.
- Recreation Commission Bus Shelter Update: As above.
- Expenditures and Revenues Update: As above.
- Laurel Lane and Drainage: This will be revisited in the spring.
- Transfer Station Inquiry: Re: Glass Recycling: Rodney and Transfer Station Manager Gerry Cornett are discussing this. Gerry was present and reported they will visit New London where the glass recycling process is being used in all its downtown paving with excellent results and no frost heaves. The process is expected to save the town substantially as glass has never been recyclable. NH, through the Army Corps of Engineers, began using glass as a byproduct years ago. Quite a few years ago Henniker also built two feet of a foundation with glass and has not had any cracking. New Boston could be proactive in beginning a similar program with glass reuse.

Item 8: Selectmen's Reports:

Joe reported the and Forestry Committee held a successful work day at the Sherburne Town Forest that they are working to get on the American Tree Farm system. The Christmas Trees are ordered to continue the program with NBCS first graders and possibly expand the program to Girl Scouts and interested residents who sign up. A new fence was installed at the Christmas tree area, the area was also expanded and fertilized.

G. PUBLIC FORUM:

None.

Item 9: Possible Request for Non-Public per RSA 91-A:3, II(a)(b)(c): Personnel and Legal.
None.

ADJOURNMENT: Christine made a motion to adjourn the meeting at 6:29 PM. Joe seconded the motion. All were in favor. 2-0

Prepared by Maralyn Segien

Next Scheduled Meeting: Town Hall Conference Room on January 10, 2019 (6:00 PM)

Joint Meeting With The Finance Committee

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