

# Approved

## Town of New Boston Selectmen's Meeting August 20, 2018

### **PRESENT:**

Joe Constance	Selectman
Rodney Towne	Selectman
Christine Quirk	Selectman
Peter Flynn	Town Administrator

Fire Chief Dan MacDonald, School Board Chairman Wendy Lambert, Transfer Station Manager Gerry Cornett, Recreation Director Mike Sindoni, NH Senate Candidate Mark Fernald, Bill McFadden, Steve Sears, Anson Lamarche-Loveday, Keith Gentili, Mike Dahlberg, Wayne Charest, Kaleb Jacob, Karen Scott, David Litwinovich and four other 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. Rodney moved to approve the consent agenda including extension approval in submission of MS-1 to the NH DRA. Christine seconded the motion. All were in favor. 3-0

### **B. PUBLIC FORUM:**

Karen Scott of Dane Road asked what the above extension approval in submission of MS-1 is and if it pertains to the school surplus funds. Peter noted the MS-1 is a form the town annually submits to the NH DRA to use to set the annual tax rate. It is due September 1<sup>st</sup> each year and the town requests a one month extension each year. He said it is not a school issue but indirectly affects the school. Joe noted Steve Hamilton from NH DRA met with the Selectmen July 16<sup>th</sup> to discuss the surplus funds and the town will coordinate with NH DRA in December to determine what can be done. Karen noted the School Board wants to return the money to the taxpayers and asked if the Selectmen are questioning that. The Selectmen said they are not and that the town will get a notification from NH DRA in December.

Steve Sears of Carriage Road noted he sent an e-mail to Peter July 17<sup>th</sup> about the status of the Solid Waste Advisory Committee and asked that the e-mail be passed on to the Selectmen. The Selectmen noted they received it and this is the first Selectmen's meeting since the e-mail was sent. Steve noted there was a lot of chatter on Facebook over the past week concerning the Transfer Station and Peter had indicated he did not know it had been three years since the Committee met. Steve asked that the Committee be reestablished considering the changing worldwide recycling market and concerns with the Transfer Station. Joe noted he was previously involved on the Committee and served as Chairman. He noted they met four times per year at that time and should begin meeting again. The Committee consisted of interested volunteers. He said anyone interested in serving on this Committee should submit an application

found on the town website to Peter who will bring it to the Selectmen for approval and appointment. The Selectmen said any issues dealing with matters of procedure or fees or cost of recycling are matters for the Selectmen to discuss at their meetings. If a citizen has a concern with personnel they should write to or meet with Peter to create a record and begin an investigation after which it would be brought to the Selectmen if necessary. Steve noted that with the changing commodities market the Committee should meet more often to consider these and alternative methods of operating the waste stream. The Selectmen noted Transfer Station Manager Gerry Cornett is reviewing the commodities market on a daily basis. If anyone has further discussion or suggestions they should submit it to Peter in accurate written form so it can be considered to be added to an agenda to be presented at a future Selectmen's meeting. The Selectmen are not ready to discuss a change in the Committee charge. The Selectmen noted the Committee is an advisory board to the Selectmen; the Transfer Station Manager is an ex-officio Committee member. The Selectmen have not decided in the past three years that the Committee needed to consider an issue but agreed the Committee should at least meet annually.

Kaleb Jacob of Fraser Drive asked if the Selectmen had any knowledge of a report of contamination at the Air Force Tracking Station and the Selectmen noted they do not.

Thomas Hammond of Twin Bridge Road was present to meet with the Selectmen due to his concerns with the Transfer Station after seeing many recent comments on Facebook about the Transfer Station. He noted he has lived in New Boston ten years and had a negative experience each of the few times he has visited the Transfer Station. At one point he submitted a written complaint to Selectmen's Assistant Laura Bernard but did not receive a response. He did not follow up at that time. The Selectmen were concerned he did not receive a response and want to make sure these inquiries are followed up on. Tom noted he is concerned that there were many comments made on Facebook about the Transfer Station but the commenters are not present tonight. He does not have Facebook but saw the comments and decided to attend tonight's meeting. He noted he pays taxes for a service that he does not use as he pays a third party hauler as many in town do and this could be an embarrassment to a department manager if residents are paying a third party to do the job. The Selectmen noted if a citizen has a concern with personnel they should write to or meet with Peter to create a record and begin an investigation after which it would be brought to the Selectmen if necessary. The Selectmen noted citizens who use a third party hauler make a choice and are welcome to use the Transfer Station anytime. They said Transfer Station employees are in the enforcement business to make sure items are disposed of properly. Tom also asked the Selectmen to pay attention to social media.

Anson Lamarche-Loveday of Bedford Road noted Transfer Station personnel ripped open his trash bags to try to find items improperly disposed of and found only one tin can. The Selectmen noted if a citizen has a concern with personnel they should write to or meet with Peter to create a record and begin an investigation after which it would be brought to the Selectmen if necessary.

### **C. APPOINTMENTS:**

**Item 1: Chief Dan MacDonald-Permission To Accept Grant:** Fire Chief Dan MacDonald was present to meet with the Selectmen to notify them that the Fire Department was awarded a \$162,810 grant for SCBA equipment. The town is responsible for a 5% match of approximately \$8,140. These SCBA related items are part of the CIP Schedule as the grant award was

previously uncertain. A Public Hearing to accept the grant is scheduled for the September 4 Selectmen's meeting.

NH Senate Candidate Mark Fernald was present to meet with the Selectmen as he thought he had an appointment to meet with the Selectmen. The Selectmen noted there may have been a miscommunication and he was invited to speak during the second Public Comment session.

**Item 2: Michael Dahlberg-Applicant For Zoning Board Of Adjustment-Alternate Position:**

Mike Dahlberg was present to meet with the Selectmen as an applicant for an alternate position on the Zoning Board of Adjustment. He moved to New Boston one year ago but is familiar with New Boston after working in Weare, New Boston and Goffstown while running his own business. He is interested in volunteering on the ZBA as he has experience with planning and zoning and has more time available now that his children are grown. He is available to attend ZBA meetings. \*

**Item 3: Wayne Charest-Applicant For Zoning Board Of Adjustment-Alternate Position:**

Wayne Charest was present to meet with the Selectmen as an applicant for an alternate position on the Zoning Board of Adjustment. He noted he is Christine's son and knows Rodney through his time as a volunteer on the New Boston Fire Department. He is interested in volunteering on the ZBA as he has experience after attending many planning and zoning meetings on behalf of the Friendly Beaver Campground. He is available to attend ZBA meetings. \*

**Item 4: Mike Sindoni-Review and Update of Recreation Department Activities:** Recreation Director Mike Sindoni was present to meet with the Selectmen to discuss Recreation Department updates as follows:

- A handout of fall activities and sign ups was distributed. Registrations begin August 22 to ease the online registration process as the town launches its updated website this week.
- The final summer concert is August 21.
- An outdoor family movie is planned for Agouti 23.
- A senior trip to the Boston Duck Tour is planned for August 28. This is expected to be the last trip in the current Recreation van.
- The Recreation Mini-Bus is currently being built and Mike expects to receive a progress update this week. Delivery is expected after Labor Day. The Department will get the current van ready for trade in.
- The Recreation Commission approved the Conservation Commission's request to hold a fundraising concert on the ballfield September 15 and will help make this a successful fundraiser.
- Mike will meet with the Selectmen in September to discuss plans for the annual Halloween event.

**Item 5: Gerry Cornett: Discussion and Request:** Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss the following:

- **Request to Accept Credit Cards at Transfer Station for Various Fees:** The Transfer Station is in the process of updating its 2006 computer system/scale program. The new program allows the Transfer Station to accept credit cards for transactions. This is expected to make transactions at the Transfer Station easier for the town and the public. Gerry is working with Finance Director Elisa Fitzgerald who suggested using Muncipapay

that allows the town to accept credit cards for transactions with no fee to the town and money from the transaction immediately goes to the town account. The only cost to the town is \$85 for a card reader. Elisa discussed this with Peter who is in favor. Christine noted she is in favor. Peter will check with town counsel and auditors before proceeding. Rodney moved to allow Gerry to proceed with researching use of credit cards as a method of payment at the Transfer Station. Christine seconded the motion. All were in favor. 3-0

- **Reconfirm Recent Request To Solicit Request For Proposals Trucking Of Solid Waste Rolloff Containers:** Gerry requests permission to go out for contracts next week for trucking and solid waste per RFPs previously approved by Selectmen. The Solid Waste contract is expected to be similar to the current contract. Trucking fees are increasing each year. The town has not had contracts for trucking but in recent years the town had to absorb these increasing fees with a default budget. With contracts the town will be able to budget for these fees. Christine moved to allow Gerry to proceed with researching contracts. Rodney seconded the motion. All were in favor. 3-0
- **Recycling Market Conditions:** The recycling market remains strong for New Boston despite the market collapse. \$44,000 in revenues has been earned to date in 2018 compared with \$56,000 at this time in 2017. \$75,000 in revenues is anticipated in 2018 through New Boston's system of dual sort recycling of clean material especially paper.

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

**Item 6: Approval of Public Minutes and Non-Public Minutes of July 16, 2018 and July 25, 2018:** The Selectmen reviewed the Public minutes of July 16, 2018. Rodney moved the Public minutes of July 16, 2018 be accepted as presented. Christine seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public minutes of July 25, 2018. Rodney moved the Non-Public minutes of July 25, 2018 be accepted as presented and sealed for the standard period of time. Christine seconded the motion. All were in favor. 3-0

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

**Item 7: Discussion Concerning Adjustments of Pay Grade/Step Scale Effective in 2019:** Peter reported the last adjustment was four years ago. The Selectmen have traditionally made it a point to review grade and steps across the board of the entire salary program along with COLA. Peter researched COLA and found the average over the last three years is 1.1-2.6%. Peter recommended the Selectmen approve 2% COLA across the board. He prepared a second option if the Selectmen are not in favor. The Selectmen are in favor of the 2% recommendation. Rodney moved to accept the proposed COLA increase across the pay grades and steps of 2% effective in 2019. Christine seconded the motion. All were in favor. 3-0

**Item 8: Review Of Recommended CIP Items from Selectmen's Office:** Peter reported this is a formality for the Selectmen each year. Christine will serve on the CIP Committee on the Selectmen's behalf this year. Peter proposed the Selectmen plan to bring forward to the CIP Schedule the five and ten year revals and GIS mapping system. The Selectmen can submit additional items but had none at this time. Rodney moved to authorize Peter to move forward with CIP for administrative purpose of reval and GIS mapping system. Christine seconded the motion. All were in favor. 3-0

## **F. OTHER BUSINESS:**

### **Item 9: Town Administrators Report:**

- Update Re: Web Page: Several departments are working on this update with Selectmen's Assistant Laura Bernard and the town will be ready to change to the new website Friday.
- Update Re: Record Retention: There is no update on the grant request but the Committee is meeting again September 14.
- Update Re: Computer Maintenance-Server: Minor upgrades throughout the Town Hall were done in July after the battery backup failed. A \$20,000 Warrant Article to make the server more secure is expected in 2019.
- Building Inspector Update: This open position is still being advertised and will be discussed in non-public session.
- Employee Appreciation Cookout: The annual employee appreciation cookout will be held September 19 at the Fire Station.

### **Item 10: Selectmen's Reports:**

- Rodney reported the Planning Board met once a month for the summer months. At its last meeting the Board:
  - Approved a four lot subdivision for David and Danielle Deyo at Christie and Robie Roads.
  - Master Plan: Final Board review is planned for the September meeting and a Public Hearing for public input will be held in October. The Board will then approve it and bring it to the Selectmen.
  - Reviewed a draft Impact Fee Warrant Article for a Warrant Article. The Board continues to work on it.
- Joe continues to working with the Forestry Committee to maintain the new Christmas Tree Farm they planted with NBCS first graders.

## **G. PUBLIC FORUM:**

Kaleb Jacob of Fraser Drive asked if the town recently hired a Building Inspector. The Selectmen noted a Building Inspector was hired but he left suddenly.

Kaleb also noted the town should ensure proper internet security and upgrades are in place if it begins to accept credit cards at the Transfer Station. Gerry noted this is planned.

Kaleb also asked how it was possible for the town to spend money for a new website under a default budget. Peter noted this was possible as the \$5,000 cost is spread over three years. Kaleb asked if the town has to honor previously signed contracts under a default budget as this is a contract signed after the default budget passed. Peter will research this.

Steve Sears of Carriage Road asked if private contractors can bring demolition material to the Transfer Station. Transfer Station Manager Gerry Cornett noted this procedure is posted on the town website. The material is accepted with proof of a building permit with dates noted showing the material is coming from a New Boston residence. The same fee is charged as would be

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charged to a resident. Transfer Station fees are user fees and not tax based. Steve asked if the Transfer Station budget of \$411,000 comes from taxes. Gerry explained this amount is established each year after he meets with the Selectmen to discuss anticipated Transfer Station costs and revenues for the upcoming year. Rodney explained fees collected are put in the general fund. Steve asked if the fees are a profit or loss to the town. The Selectmen said the policy is not to make a profit on residents or contractors and the town tries not to take a loss. Fees are used to cover disposal costs of certain items.

**Item 11: Possible Request for Non-Public per RSA 91-A:3, II(a) and (c):** Rodney made a motion to go into Non-Public session per RSA 91-A:II(a) and (c) at 6:50 PM. Christine seconded the motion. All were in favor. 3-0 Poll Vote: Joe=yes, Christine=yes and Rodney=yes. Board then entered non-public session.

**Move to exit Non-Public Session:** Rodney made a motion to exit Non-Public Session at 7:15PM. Christine seconded the motion. All were in favor. 3-0

Joe moved to seal the non-public minutes for ten years. Rodney seconded the motion. All were in favor. 3-0.

Rodney moved to appoint Michael Dahlberg as an alternate member of the New Boston Board of Adjustment, seconded by Christine. There was no further discussion. All voted in favor 3-0.

Joe Constance moved to appoint Wayne Charest as a member of the New Boston Board of Adjustment, seconded by Rodney. No further discussion as the Board voted 2-0 to appoint with Christine abstaining.

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\*The motions for appointing Wayne Charest and Michael Dahlberg as alternates to the Board of Adjustment were made and acted upon at this time as they were neglected in error under items 1 and 3 at the time of the interviews.

**ADJOURNMENT:** Rodney made a motion to adjourn the meeting at 7:16PM. Joe seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room on September 4, 2018 (6:00 PM)  
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Phone: (603) 487-5504-[www.newboston.gov](http://www.newboston.gov)  
Handicap Access available**