

# Approved

## Town of New Boston Selectmen's Meeting December 3, 2018

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

Transfer Station Manager Gerry Cornett, Police Chief James Brace, Keith Gentili, Kaleb Jacob and Karen Scott 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 including the hiring of Lauren Howard II as a full time operator for the New Boston Highway Department effective December 17, 2018. 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. Seeing none, Joe closed the first session of public comment.

### **C. APPOINTMENTS:**

#### **Item 1: James Brace-Police Chief-Discussion Regarding:**

- **Sale of Cruiser:** The Police Department sold its 2009 Ford Explorer last weekend for \$6,500, a good return on investment. Prior to the sale Sergeant Case detailed it very well.
- **Tow Company Rotation:** J&M Towing requested to be added to the tow company rotation. They were vetted and found to have adequate insurance and will be added to the rotation in December.
- **ECitation Rollout:** \$5,000 seems adequate for the startup costs of this program the State is now requiring. Jim learned at the Chiefs' Conference over the weekend that the state plans to fund eCitation in 2020 and 2021 if the State budget passes. If not, fees to the Town are expected. The 2018 Police Department budget was reviewed and is not expected to have \$5,000 available. \$3,000 may be available in the 2018 budget for these costs. Using the Detail Revolving Fund is another option. It was established in 2013 for

cruiser purchases and purchase and refurbishment of cruiser equipment. A cruiser was outfitted for \$5,000 this year through the 2018 budget. The money could be reallocated for the eCitation program and the cruiser outfit could be paid from the Detail Revolving Account. ECitation is expected to begin next week. There is a firewall requirement and RMON reviewed it and offered to provide the firewall needed at no cost. The Selectmen and Jim Brace would rather use the Detail Revolving Account for cruisers and cruiser equipment but feel they have no choice than to take up to \$5,000 for this purpose this year. The Detail Revolving Account earned \$10,000 this year but the amount varies each year. If the 2018 budget allows, the eCitation rollout fee will not have to be paid from the detail revolving account.

- The Selectmen signed to accept a grant the Police Department was awarded.

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

**Item 2: Approval of Public and Non-Public Minutes of November 19, 2018:** The Selectmen reviewed the Public minutes of November 19, 2018. Christine moved the Public minutes of November 19, 2018 be accepted as presented. Joe seconded the motion. All were in favor. 2-0 The Selectmen reviewed the first set of non-public minutes of November 19, 2018. Christine moved the first set of non-public minutes of November 19, 2018 be accepted as presented and sealed five years. Joe seconded the motion. All were in favor. 2-0 The Selectmen reviewed the second set of non-public minutes of November 19, 2018. Christine moved the second set of non-public minutes of November 19, 2018 be accepted as presented and sealed five years. Joe seconded the motion. All were in favor. 2-0

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

**Item 3: Review Warrant Articles Not On The CIP List:** Peter reported these Warrant Articles are for items most affected by new legislation regarding default budgets that caused the need to add Warrant Articles for items that would normally be included in the operating budget. A second draft of the Warrant will be available at the next Selectmen's meeting. The NH DRA will review all Warrant Articles before they are finalized. The Articles are the following:

- To change the purpose of the Fire Department Vehicle CRF to include the word 'Equipment'
- \$250,000 for the Doherty Lane bridge
- \$46,000 for the second year of the Highway Department salt shed the voters approved in 2018. This will be deposited in the CRF and the Warrant Article also contains language to expend the funds raised in both years to build a salt shed.
- Transfer Station machinery and equipment expendable trust
- \$30,000 for a carport shelter for the Recreation Department minibus. There is currently no contract for this project. The Selectmen requested quotes on different shelter styles and the amount the Recreation Commission will contribute toward this need. The Selectmen also asked the Recreation Department to pursue alternate funding. The Selectmen will consider this Article further with the Recreation Department.
- \$14,595, 1/3 of a three year lease for the Town Hall server and computers discussed with the Finance Committee. The quote is not final, more research is being done. This Article has special wording as the amount is in the operating budget and a Warrant Article so if

the operating budget passes this Warrant Article will no longer be valid as the funds will be collected through the operating budget. This is a necessity in 2019.

- \$8,400 for increased contract for IT services in 2019 as discussed with the Finance Committee. Final working is pending.
- \$10,000 for the increased Police Department dispatch service contract. The Town has no choice other than to pay this contract somehow. If the operating budget or this Article do not pass, services will have to be cut to pay for this item. This Article has special wording as the amount is in the operating budget and a Warrant Article. If the operating budget passes this Warrant Article will no longer be valid as the funds will be collected through the operating budget.
- The Fire Department has a similar Warrant Article for its increased dispatch service contract.
- A Warrant Article for bonding a new fire station is pending. The Fire Department requested use of the Ambulance Revolving Fund toward a fire station but the NH DRA said that is not allowed.
- Transfer Station Manager Gerry Cornett was present and asked if Warrant Articles should be prepared for increased contracts for Solid Waste and Trucking affecting the Transfer Station in 2019. The Selectmen asked him to prepare these Warrant Articles as soon as possible.

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

##### **Item 4: Town Administrators Report:**

- Budget Status And Update: Expenditures and revenues are doing well. The Town is operating within the 2018 budget.
- Record Retention: Town Attorney Bart Mayer will reviewed the contract for a cloud based program called Image Silo from New England Document Systems and found it to be in order. Peter signed the contract as the authorized agent and it was returned to New England Document Systems. This will be paid from the reserved money from 2017.
- Recreation Commission Bus Shelter Update: As above.

##### **Item 9: Selectmen's Reports:**

- Joe reported he and Forestry Committee Chairman Tom Miller met with the School Board to discuss continuing the Christmas Tree program at NBCS. A new fence was installed at the Christmas tree area, the area was also expanded and fertilized.
- The Selectmen had scheduled a meeting for December 18 but have changed it back to the original date of December 17.

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

New Boston Beacon Editor Keith Gentili was present and announced the newspaper will be available in pdf format in 2019 upon request.

**Item 6: 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 6:32 PM. Joe seconded the motion. All were in favor. 2-0

*Prepared by Maralyn Segien*

**Next Scheduled Meeting: Town Hall Conference Room on December 17, 2018 (6:00 PM)  
7 Meetinghouse Hill Road- New Boston, NH 03070  
Phone: (603) 487-5504-[www.newboston.gov](http://www.newboston.gov)  
Handicap Access available**