

Approved
9/12/94

TOWN OF NEW BOSTON
SELECTMEN'S MEETING MINUTES

AUGUST 29, 1994

A regular business meeting of the Board of Selectmen was called to order at 6:30 p.m. by Chairman Pimenta.

PRESENT: Michael S. Pimenta, Chairman
Darlene M. Goodin, Selectman
Harold C. Strong, Selectman
Lorraine A. Cleveland, Town Administrator

REQUESTED APPOINTMENTS

Greg Colby, CPA of Plodzick and Sanderson, was in to present the exit interview for the 1993 town audit. He reviewed the financial statement in detail; specifically the balance sheet, report of expenditures and revenues, and fund balance. He pointed out some areas which need improvement; however, there were no material weaknesses noted in the audit.

The Selectmen then met with members of the Finance Committee to discuss ways of changing the budget review process for 1995. Dan Rothman, Jim Dane, Dick Hechtel, and Ken Parnell were present. Lee Murray, Road Agent was present as well. Chairman Pimenta turned the meeting over to Ms. Cleveland. Ms. Cleveland presented the following proposal for discussion:

- (1) Create budget parameters (operating and salary increase percentages) for Department Heads to use when they prepare their budgets.
- (2) Distribute budget packets to Dept. Heads by September 16
- (3) Department budget presentations (October - early January)
- (4) Final budget and town warrant completed by late January
- (5) Public hearings in February

Ms. Cleveland recommended that the Board and Finance Committee meet again on September 14 to discuss the budget parameters. It was agreed that the meeting will be held at 7:30 p.m.

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Lee Murray, Road Agent, was in for his bi-weekly meeting with the Board. Mr. Murray gave an update on the McCurdy Road project:

(1). Two quotes were submitted for the survey work on the Flansbury property for the relocation of the intersection of McCurdy Road and Bedford Road. Selectman Goodin made a motion to accept Robert Todd's proposal, not to exceed \$1700. Selectman Strong seconded the motion. The vote was unanimous.

(2). The Board and Mr. Murray will do a site review on Wednesday before the pre-bid meeting for stump removal on Friday. Requests for bids will be due on September 12 at 4:00 p.m.

ADMINISTRATIVE

The Board reviewed and approved the weekly payroll and accounts payable.

The Board signed a warrant for the State Primary Election Day.

An Intent to Cut for Kerwin Sizemore was approved and signed.

Pistol permits were signed by Chairman Pimenta.

APPROVAL OF MINUTES

Selectman Strong made a motion to accept the July 27 nonpublic meeting minutes as amended. Chairman Pimenta seconded the motion. The vote was unanimous.

Selectman Strong then motioned to accept the August 15 minutes as written. Chairman Pimenta seconded the motion. The vote was unanimous. Selectman Goodin sustained from the vote as she was absent.

UNFINISHED BUSINESS

In reference to the two pending Superior Court tax abatement petitions, filed by First NH Development Corp in 1992 and 1993, Ms. Cleveland informed the Board that Dave Bolton, Assistant Director, Property Appraisal, Dept. of Revenue Administration has completed his inspection of the property. The Board asked that his findings will be turned over to Town Counsel so the petitions can be settled out of court.

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NEW BUSINESS

The Board met with Sandra Gallup, Recreation Director, to discuss a letter from Kimberly Smith. Ms. Smith raised concerns over two incidents involving her children in the Recreation Program. The letter was discussed at length. The Board felt the incidents were handled according to program procedures. However, they instructed Mrs. Gallup to notify Ms. Smith immediately after any incident occurs so she can take whatever action she feels is necessary. Ms. Smith should also bring the children's emergency forms up to date so the staff is aware of any special medical conditions or instructions. The Board asked Ms. Cleveland to prepare a response to Ms. Smith.

Mrs. Gallup presented a request to the Selectmen for 6 hours of clerical support for her office. She has relied on funding from the Green Thumb program cover her clerical support costs in the past. However, she has not been able to find anyone in the community that can meet the program's requirements. Mrs. Gallup noted that she has enough money in her budget to cover 6 hours per week until the end of the year. Debbie Thornblad has offered to do the work plus volunteer 10 hours per week to the program. The Board agreed to compensate Ms. Thornblad for 6 hours per week until December 31 at her present hourly wage as Planning Board Recording Secretary.

Ms. Cleveland asked if the Board had any comments regarding the new traffic plan at the New Boston Central School. The new plan was agreeable to the Board.

The Board reviewed a proposal from Bonnie Bethune, Transfer Station Manager, to purchase a storage trailer for the scrap metal collection area. The cost, including the door, would be \$650. Selectman Strong made a motion to approve the purchase of the trailer, including the door installation, for \$650. Selectman Goodin seconded the motion. The vote was unanimous.

Ms. Cleveland noted that the representative from PEBSCO will be here tomorrow to hold information sessions for town employees on the deferred compensation retirement plan.

The meeting was adjourned at 11:00 p.m.

Respectfully submitted by Lorraine Cleveland, Town Administrator

