

Approved
11-21-94

TOWN OF NEW BOSTON
SELECTMEN'S MEETING MINUTES

NOVEMBER 14, 1994

A regular business meeting of the Board of Selectmen was called to order at 7:00 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

Dianne Murray was in to speak about cleaning the Town Hall. She reported that the vacuum cleaner is broken and does not have any proper attachments. She had questions about the number of hours she should be working. Until the end of the year, she has three hours at the Town Hall and one hour at the Police Station. She noted that there are not any cleaning supplies or a vacuum at the Police Station. She inquired if a new vacuum could be purchased for the new station. The Board said they would speak to the Police Chief about the cleaning arrangements.

Lee Murray reported that the McCurdy Road project is complete. He also noted that there are no spot lights on the Town flag poles on the Common. He asked if it would be possible to install some.

Claire Dane was in to discuss the job description and benefits of the Planning Board Recording Secretary position. Selectman Goodin asked how Ms. Dane budgets for hearings. Ms. Dane replied that she has to estimate the hours. Chairman Pimenta felt that a high school diploma or GED should be added to the job requirements. Ms. Dane emphasized that the position is very tedious and taxing. It was agreed that the position hourly wage range would be \$8.50 to \$9.14 per hour and there are sufficient funds in the budget to hire someone at \$8.50 per hour, 40 hours per week. There will be a 6 month probation period after which an evaluation of job performance and pay will be made. The interviews will be scheduled for next week-6:30 p.m. to 8:30 p.m. Ms. Dane will prepare the main list of questions and conduct the interviews. The Board said they would ask their questions afterwards.

The Board was in consensus that there will now be a 30 day health insurance probation period for all new hires.

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Tom and Christine Quirk were in to see the Board about the status of their campground plans. Mr. Quirk said he understands that the Planning Board is having a problem getting answers from Town Counsel. Can he expand without having to bring the Class VI road up to Class V standards. He said he can understand if he comes under the regulations.

His two main questions were (1) is his campground treated like a regular subdivision where the lots can be sold as house lots. That is not his intention but he needs to know where he stands. He intends to keep it as a year round campground and own the land forever. (2) If he has to bring the road up to Class V standards, what does this mean? Will the Town maintain this road like other Class V roads. He felt his road is better than some Class V roads in town. He would like it to stay that way for his campers. He wanted to know why when he made improvements to the campground the Town didn't allow him to because it is on a Class VI road.

Chairman Pimenta said he can't give an opinion or decision until the Town hears from Town Counsel. Mr. Quirk asked when he can get the information. Selectman Strong said the Town is waiting and everyone is in agreement that the lawyers need to move along on this. If the road becomes Class V, it will be maintained by the Town like all other Class V roads. As far as upgrade to Class V, roads that are hooked to tar, will upgrade to tar; road that are hooked to gravel, will upgrade to gravel. Mr. Quirk asked if the Selectmen would consider keeping it dirt if it is a campground. The Selectmen said it is up to the Board to decide how it will be brought up. Christine Quirk said that the Planning Board instructed them to see the Selectmen about the road. That was back in September.

Ms. Cleveland outlined the return of road layout procedure which can be done by petition to the Board or Town Meeting. In either case, the developer can pay the costs up front or through a betterment assessment unless the Town decides to pay for it.

It was agreed that the Quirks would be notified when a response from Town Counsel was received.

Willard Dodge was in to request a copy of a memo that was addressed to the Board of Selectmen from the Town's Department Heads. After reviewing the memo, he asked to speak to the Selectmen about it. He stated that he felt the memo was unprofessional of the Department heads. The last 2-3 years were very tumultuous for all the staff and Selectmen. Each Department head was aware of what did not get done. Job descriptions were in place 1-2 years ago. He took exception to the insinuation that Sandy Gendron was not a professional administrator.

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Mr. Dodge said he feels the Board needs to be careful. He said that the memo is a power play. He said he feels there are three Department heads that are strong leaders, specifically one who has carried on to being on a permanent vacation. Who is keeping track of his time. He said he feels this memo indicates that the Department heads want to participate in hiring, firing, and policy making of the Town. He said he is concerned that the Board should not let this runaway from them. He stated that one Department head has a full-time officer with a full-time and part-time secretary. He said he does not know of other agencies that have this.

In reference to another Department Head, Mr. Dodge said the past Board created her new position on her terms, by cutting her hours at her request and by creating an assistant position to help her.

Mr. Dodge said the Board needs to be weary of the suggestion that there be a selection committee that will hire the next administrator and send a letter to approve the candidate. He said the Board needs to make sure that the administrator is on their team and not looking out for interests of the Department heads.

Mr. Dodge said he called and talked to three department heads. He said he didn't call the other ones because it would not have made a difference. He referred to one Department Head that never got over how he could not handle the intimidation of the Board of Selectmen. Mr. Dodge said the previous Board of Selectmen never had a closed door policy. Mistrust was never brought to his attention. The Selectmen did question once when the Fire Department was going to hire a police officer who had apparently faked some injuries as to whether this would present a liability to the Town.

Chairman Pimenta told Mr. Dodge that this is only his speculation of what is going on. Selectman Strong said he did not agree with all of Mr. Dodge's statements.

ADMINISTRATIVE

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

Chairman Pimenta approved weekly pistol permits.

An Intent to cut form for Map 13, Lot 45 was approved and signed.

The Board signed a letter to John Winslow requesting that he not park his vehicles on Town property along the river.

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APPROVAL OF MINUTES

Selectman Strong made a motion to accept the November 7 minutes as amended. Selectman Goodin seconded the motion. The vote was unanimous.

UNFINISHED BUSINESS

In reference to the painting of the flag poles, Chairman Pimenta said Howard Towne said they are the type of poles that do not need to be painted.

Selectman Strong reported that the monument which was discussed last week is tipped over and in the woods. It will not take much to fix it. Selectman Goodin said she would ask the Highway Dept. to look into it.

Ms. Cleveland reported that Chief McLaughlin made a request to amend a sentence in the October 31 minutes. The sentence should read as follows: "The Chief replied that it would not as (1) he would have to manage an additional 4-5 people; (2) there would be additional training costs and (3) the State limits how many hours each part-timer can work a year--1,300 hours/year. Selectman Strong made a motion to accept the amendment. Selectman Goodin seconded the motion. The vote was unanimous.

NEW BUSINESS

The Board reviewed a letter from the Building Inspector regarding an illegal dwelling unit on property located at 7 Wilson Lane. In his letter, Mr. Sarette recommended the issuance of a cease and desist order and 60 day notice to vacate the unit until all the violations are corrected. The Board agreed with the Building Inspector's recommendation and asked that he proceed with the order.

Ms. Cleveland reported that Ernie Thibeault has not submitted the private well information that was required as part of his permit. The Board requested that a letter be sent to him requesting the information by December 1.

Ms. Cleveland asked when Jerry Kennedy's final payment should be released. Chairman Pimenta said after a Certificate of Occupancy is issued.

The Selectmen asked that the Finance Committee meeting, scheduled for November 16 be changed to the next day as they wish to attend the regional selectmen's meeting in Bedford.

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The Board and Ms. Cleveland discussed the upcoming transition and what Ms. Cleveland's role should be until she leaves in December. It was agreed that Ms. Cleveland will focus her time on the budget and complete remaining pending issues as much as possible. Any new concerns or problems raised by the Department heads should be addressed to the Board from this point forward. Selectman Strong suggested that the Board meet again with the Department heads.

Selectman Goodin motioned to adjourn the meeting. Selectman Strong seconded it. The meeting was adjourned at 11:25 p.m.

Respectfully submitted by Lorraine Cleveland, Town Administrator.

Lorraine Cleveland