

**Town of New Boston**

**Selectmen's Meeting Minutes**

**March 17, 1997**

A regular meeting of the Board of Selectmen was called to order at 7:00 p.m. by Selectman Carlstrom.

PRESENT: Gordon A. Carlstrom, Selectman  
Harold C. Strong, Selectman  
Susan J. Clay, Selectman  
Todd I. Selig, Town Administrator

Selectman Carlstrom and Town Administrator Selig welcomed Selectman Strong and Selectman Clay to the Board of Selectmen.

First on the agenda was the selection of a Chairman of the Board of Selectmen who would serve as Chair until 1998 Town Meeting. Town Administrator Selig explained that New Boston tradition usually dictated that the Selectmen in the final year of his or her term would be named Chairman by the other members of the Board. While the Chairman carried no more authority or power than the other members of the Board, usually this individual would be responsible to run the weekly Selectmen's Meetings, check in regularly with the Town Administrator, and would often represent the Board when signing legal documents which the entire Board had approved. Selectman Clay made a motion to appoint Selectman Carlstrom as Chairman of the Board of Selectmen until 1998 Town Meeting. Selectman Strong seconded the motion. The vote was: Selectman Carlstrom - abstained; Selectman Strong - yes; Selectman Clay - yes. The motion carried.

The Board of Selectmen designated Selectman Strong as the Selectmen's representative to the New Boston Planning Board for the next four months as per RSA 673:5I(b). This designation was made at the request of Selectman Strong.

The Board of Selectmen reviewed the various job responsibilities which come with the position of Selectman. It was generally felt by each of the Selectmen that they wanted the Town Administrator to exercise general supervision over the management of the Town and the department heads, while allowing the department heads to carry out the jobs for which they were hired without undue interference from the Board. The Board would, however, like to be kept up to date on what is happening with the various departments and will continue to make policy decisions for the Town. The members of the Board also expressed their desire to be inclusive in the decision making process in the future with regard to the policy making process.

The Selectmen discussed the possibility of attending a *New Official's Workshop* sponsored by the New Hampshire Municipal Association on May 30, 1997 in Concord at the Local Government Center. The Board will decide next week whether May 30 is a good date for everyone.

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The Board of Selectmen discussed the idea of having the Board review and sign weekly payroll and payment manifests/warrants, while having the Town Treasurer sign individual checks. In the past, the Selectmen have signed the manifests/warrants as well as the checks. Until last year, the bank would carefully monitor whether at least three of the required four signatures were on Town checks. Today, however, only one signature is needed to activate Town checks. Selectman Strong asked why Boards in the past felt strongly about signing each individual pay check. Mr. Selig explained that past Boards have felt that by signing each check, they would be more aware of the payments which the Town was making. It was discussed that if the Selectmen reviewed the manifests and actual invoices, they would gain much more information than by simply looking at the names and dollar amounts on individual checks. Selectman Carlstrom expressed his opinion that the Board could perhaps spend its time more productively than by signing multiple checks on a weekly basis. After reviewing the matter at hand, the Board of Selectmen decided that as of this date, the Selectmen would review and sign off on payroll and payment manifests/vouchers only, while the Town Treasurer would sign the actual Town checks. The Selectmen would only sign pay checks if the Treasurer was incapacitated or unavailable, and in this situation, the entire Board of Selectmen would designate a particular Selectman to be the signatory on checks for a given period of time.

The Board discussed the fact that a petition signed by 10 registered voters had been received by the Town Clerk calling for a recount relative to the Senate Bill #2 question which had appeared on the 1997 School Ballot. The recount has tentatively been scheduled for Tuesday, March 25, 1997, at 8:30 a.m. in the Town Hall Conference Room. The Board of Recount consists of the Board of Selectmen, Town Clerk, and Town Moderator. An alternate may be designated by any of the members of the Board of Recount should any one of them be unable to attend.

The Board of Selectmen reviewed a letter of resignation from former full-time police officer Matthew Fleming dated February 10, 1997.

The Board discussed CACR 10 which is currently pending in Concord before the State Legislature. Selectman Clay wanted to get a feel from the other members of the Board concerning this proposed amendment to the N.H. Constitution granting home rule authority to municipalities in the State of New Hampshire. In general, the consensus among the members of the Board was that the Selectmen were opposed to CACR 10.

Selectman Strong brought up a concern voiced by Lionel Chancey of 276 River Road that the Thibeault Gravel Pit located on River Road near Mr. Chancey's land may be expanding a planned pond into wetland area on the site. Mr. Selig will contact Ernie Thibeault, owner of the pit, over the next week to set up a time to view the site to ensure that this is not the case. A representative from the Conservation Commission will also be invited.

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The Board decided that it would discuss driveway permits and the appropriate granting authority at the next Selectmen's Meeting scheduled for March 24, 1997.

The Board briefly discussed the idea of creating goals and objectives for itself, as well as working jointly on goals and objectives for each of the Town's departments. A key part of this process will be the development of a personnel plan for the Town of New Boston. Mr. Selig will provide Selectman Strong and Selectman Clay with draft copies of a personnel plan which was distributed in 1996 to the Board of Selectmen for review. The Board also discussed the idea of developing monthly reports for each of the department heads.

Selectmen Strong inquired whether the Selectmen should attend monthly meetings which the Town Administrator holds for the Town's department heads. It was felt that the Selectmen should feel completely welcome and are encouraged to attend.

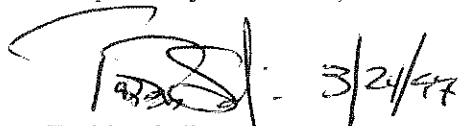
The Selectmen also discussed the possibility of moving the Selectmen's Office to another location in the Town Hall. After some discussion, it was felt that the Selectmen would stay for the time being in their current location, but that meetings would be held in the Town Hall Conference Room to make members of the general public feel more welcome.

The Board signed Intent-to-Cut forms.

The Board reviewed and/or signed other miscellaneous correspondence and materials.

Selectman Carlstrom made a motion to adjourn the meeting at 9:10 p.m. Selectman Clay seconded the motion. The motion passed unanimously.

Respectfully submitted,



Todd I. Selig  
Town Administrator