

Town of New Boston

Selectmen's Meeting Minutes

July 20, 1998

At 6:00 p.m. the Selectmen toured the former property of John Winslow at 248 River Road to determine how well he has complied with the Selectmen's directions to clean up the property. The Selectmen drafted another list which included the necessary actions to be taken in order for the property to be deemed satisfactorily cleaned up.

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

PRESENT: Harold C. Strong, Chairman
Susan J. Clay, Selectman
Lois A. Briere, Selectman
Todd I. Selig, Town Administrator
Kevin J. Coyne, Intern

Selectman Clay made a motion to accept the Selectmen's Meeting Minutes from July 6, 1998. Selectman Briere seconded the motion. The motion passed unanimously.

Chairman Strong raised the question of whether it was appropriate to interview applicants for the position of Emergency Management Coordinator when, due to the resignation of Town Administrator Selig, the Town does not have an Emergency Management Director. Chairman Strong recommended that the Police Chief or Fire Chief should be the Emergency Management Director. Selectman Clay suggested that discussion of an Emergency Management Director occur after the interviews for the Emergency Management Coordinator position.

Perambulation report. The Selectmen were unable to locate 2 bounds during their perambulation of the Weare/Francestown boundary. Selectman Clay stated that she knows someone who can probably locate one of the bounds. Selectman Briere stated that she didn't think the other bound could be found. The Selectmen decided to try to enlist State aid in locating the missing bounds. The Board instructed Town Administrator Selig to contact the NH Department of Transportation to see if they might be buried.

The Selectmen reviewed the 7/1/98 draft of the Personnel Plan, which included Town Council Leslie Nixon's comments provided in her June 15, 1998 letter to the Town. Chairman Strong disagreed with a uniform policy of calling ahead for overtime authorization. Specifically, it makes no sense for plowing personnel to call at midnight for overtime authorization. Mr. Selig replied that Ms. Nixon and he had re-worded this section to satisfy Chairman Strong's objections. Selectman Clay asked for and received clarification of minor details in the plan. She stated that overall she was pleased with the plan but felt an organizational chain of command chart should be included in the plan. Selectman Clay made a motion to accept the Personnel Plan with the

inclusion of the chain of command chart. Selectman Briere seconded the motion. The motion passed unanimously

Selectman Briere asked Town Administrator Selig to clarify the comments he made to the Planning Board regarding Apple Barn site plan. Specifically, she wanted to know why Mr. Selig was concerned with the issue. Mr. Selig replied that his inquiries to the Planning Board regarding the possibility of a need for a new site plan were made in order to provide information to Town Counsel Leslie Nixon.

At approximately 7:35 p.m. the Selectmen met with Mr. Don Chapman for an interview for the Emergency Management Coordinator position. Mr. Chapman stated that he has an extensive background in emergency management. Since 1967, Mr. Chapman has been working in the field in one form or another. He is a quasi-member of the State Emergency Staff; he has sat in on FEMA conferences; and has taken courses in both emergency management and public relations & media. Mr. Chapman contends that an emergency coordinator cannot wear two hats. A Police or Fire Chief doubling as an emergency coordinator will be torn during an emergency between his/her duties to the department and duties to the overall well being of the Town. Selectman Clay stated that she wants the Emergency Management Coordinator to reside in the Town. Selectman Briere stated that she wanted a very small budget with the emphasis on volunteers for emergency response. Mr. Chapman stated that much material can be acquired for free from the Red Cross, FEMA and the Menonites. The Selectmen thanked Mr. Chapman and concluded their interview with him.

At approximately 8:03 p.m. the Selectmen met with members of the FLESA Committee. FLESA is in the process of applying for a grant from the N.H. Charitable Foundation. The goal is to acquire \$17,000 to construct a soil map. This could provide the basis for protection of lands based on their economic and ecological value. The grant application shall be acted upon in September. The Selectmen will send a letter to the N.H. Charitable Foundation supporting the grant. Furthermore, Selectman Clay will also write to the Foundation in her capacity as State Representative.

Town Administrator Selig presented the Board with a copy of an existing organizational chain of command chart. The ensuing discussion focused upon the difficulty of integrating the numerous volunteer committees into the chart. Consequently, Selectman Clay made a motion to rescind the inclusion of the Chart from the motion accepting the Personnel Plan. Selectman Briere seconded the motion. The motion passed unanimously.

The Selectmen decided to delay discussion of the planning for September's Town Meeting to when they would meet with Brandy Mitroff later in the meeting.

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Town Administrator selection process. Town Administrator Todd Selig has submitted his resignation to the Board, effective August 12, 1998, or after this date if his replacement is unable to begin work and Mr. Selig's services are still needed by the community. The application deadline is July 31, 1998 @ 4:00 p.m. If the Board is comfortable with this timeline, resumes can be distributed to the Selectmen for review on or before 7/31/98, with interviews taking place sometime after this date. The position is being advertised in the Union Leader Sunday News (7/19, 7/26), as well as at the New Hampshire Municipal Association, New Boston Web Page, E-Mail notices to many N.H. Municipal Managers, at the M.P.A. program at UNH, and it is posted as a public notice in New Boston. The Selectmen accepted Mr. Selig's resignation with regret. Selectman Briere suggested that each Selectman choose their top 10 applicants and then proceed with interviewing.

Cable Consortium update. The Consortium has turned financial data recently provided to it by Harron over to an accountant for review. In addition, the Consortium has requested an extension to the transfer deadline from August 4, 1998 to September 18, 1998. This extension has been requested so that the consortium can have a reasonable amount of time to review the data provided by Harron Communications. The 9/18/98 date has already been extended to Merrimack. Unless Harron agrees to the extension, the Consortium recommends to the Board not to contract with Harron.

The Board is interested in placing a marker on the site of the old *Town Pound* along Clark Hill Road. Chairman Strong suggested that perhaps the Boy Scouts could do it. Mr. Selig will ask them.

Selectman Briere updated the Board on Lou Kachavos' ideas for the Road Committee. The Road Committee is scheduled to meet this Tuesday, July 21, 1998 at 7:30 p.m. Issues to discuss include speed limit recommendations, ways in which the Committee can support the activities of the Highway Department and whether the Road Committee should continue to meet on an as needed basis or if a regular schedule of meetings should be adopted.

Selectman Briere suggested revising the Board's meeting schedule to every Monday beginning in August. The Board agreed to do so.

The New Boston Air Force Tracking Station has scheduled a Changing of Command ceremony for Friday, July 24, 1998 at 9:00 a.m. The Board is scheduled to attend.

At approximately 8:45 p.m. the Selectmen met with Brandy Mitroff to discuss the N.H. Rural Development Council. The NHRDC has a program which may be of assistance to the Town Meeting forum which the Selectmen are planning for September. Ms. Mitroff informed the Board

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that the NHRDC could provide a facillitator at no cost for the Town Meeting. Selectman Briere was extremely receptive to this news as she had discovered that facillitators can cost between \$2,000-\$2,500. Selectman Clay suggested changing the date of the Town Meeting to Saturday, September 19, 1998 so more people could attend. A representative from the NHRDC will be invited to attend the next Selectmen's Meeting.

At approximately 9:15 p.m. the Selectmen met with Fire Chief Jim Dodge for an interview regarding the position of Emergency Management Coordinator. Chief Dodge began the meeting by stating that he was not personally interviewing for the position. Rather, Chief Dodge stated that the position of Emergency Management Director belongs to either Police Chief or Fire Chief. This is the way it has been done for the last 20-30 years according to Chief Dodge and there is no need for a change. The Chief stated further that over the last 30 years there were perhaps 3 incidents which could be termed emergencies. Therefore, for a town the size of New Boston this system works well and saves the taxpayers money. Finally, Chief Dodge stated that the position of Emergency Management Director requires someone who has had command experience. The Selectmen thanked Chief Dodge and concluded the interview.

The next Selectmen's meeting will be on August 3, 1998 at 7:00 p.m.

The next Planning Board meeting is scheduled for July 28, 1998.

The Selectmen reviewed and signed payroll/accounts payable warrants, Intent to Cut Forms and other miscellaneous documents.

At approximately 9:45 p.m. Selectman Clay made a motion to adjourn. Selectman Briere seconded the motion. The motion passed unanimously.

Respectfully Submitted,



Kevin Coyne
Town Intern