

**Town of New Boston
Selectmen's Meeting
March 28, 2011**

<u>PRESENT:</u>	Rodney Towne	Selectman	
	Dwight Lovejoy	Selectman	
	Christine Quirk	Selectman	Absent
	Burton Reynolds	Town Administrator	

Lee Brown, Ken Lombard, David Ely, Howard Towne, Brandy Mitroff, Susan Woodward, Sarah Chapman, Candy Woodbury, Katherine Kachavos, Cynthia Crocker, Karen Salerno, Melissa and Mya Harvey, Sean Tremblay, Dan Garrity, Kelsey Dorwart, Sue Martin and ten others in support of the farmers market were present.

A. CALL TO ORDER: A regular meeting of the Board of Selectmen was called to order by Rodney Towne at 6:00PM beginning with the Pledge of Allegiance.

B. PUBLIC COMMENT:

None.

C. APPOINTMENTS:

1. 6:00 PM Public Hearing Homeland Security Grant

A \$7,500 grant for the CERT team was received under the Homeland Security Grant system. Dwight moved to accept the \$7,500 grant to support the CERT program as posted. Rodney seconded the motion. All were in favor.

2. 6:05 PM Susan Woodward Farmer's Market

Susan Woodward and participants and supporters of the Farmers Market were present to meet with the Selectmen to discuss issues that have arisen through their use of the Town Common. The Selectmen stated they support the event and feel it is great for the community. The event will continue on the common but there are some citizen concerns that need to be addressed.

- The first is a parking issue as a citizen received a note from organizers of the Farmers Market after parking in the Town Hall parking lot for three hours. The Selectmen said there are no restrictions on parking in that lot. Susan said the vehicle was confused with another vehicle that had been parking there every week and they had just asked them to park in a different area in the lot.
- Another issue is grounds care as the town has started putting more money into the grounds maintenance on the common and damage was noticed last summer due to traffic from the Farmers Market. The Selectmen have considered some options to prevent this this year including rotating vendors around week to week or moving the location of the market to another area on the common every other week. The market members will meet Thursday to discuss some solutions. Katherine Kachavos of 200 Clark Hill Road noted there was very little rain last summer and that could have affected the health of the grass

last summer. Cynthia Crocker asked if any other events on the town common affected wear and tear on the grass and Lee Brown said the Recreation Department holds twice monthly concerts there during the summer. It was noted some concertgoers complained they had to sit on dirt during the concerts. The Selectmen said the Farmers Market is a private corporation using the common at no fee so their responsibility for damage to the grounds is higher. Candy Woodbury asked if seeding with a hardier type of grass has been considered and Lee said he has consulted with landscaper Kim Britton for suggestions including different grass or grass growing out of bricks but there is a cost differential to these types of options. Karen Salerno of 57 Kennedy Lane said she likes to see the wear and tear on the green because it shows it is being used. She does not like the brick suggestions for fear of kids falling and would prefer the different seed variety option considered. Mya Harvey of 30 Carriage Road said she thinks the common looks nice in the summer as it is not full of litter and it looks like people use it and like it. Sean Tremblay a participant in the Farmer Market suggested moving the tables a distance of 2 feet every week to prevent damage. Dan Garrity of 25 Mill Street says with the potential of the Farmers Market to grow they wouldn't be able to move the tables, he doesn't mind seeing the wear and tear. He loves the option to shop at the Farmers Market and what it offers the community and the environment. Candy suggested vendors get green artificial carpeting to place in front of the tables but Sean thought if there were insects under the rugs the vendors would then bring them home with them by using this in this location. Brandy Mitroff suggested cutting the grass at different lengths that would protect the grass in the Farmers Market location. The Selectmen said these are all good suggestions and the Farmers Market will continue in New Boston. The Selectmen are trying to ensure the citizen's property is properly taken care of. They are asking participants for solutions and the Selectmen will suggest solutions. Candy also asked if the Farmers Market could provide \$100 to the town to help pay for the maintenance but the Selectmen said not at this time instead try to find another solution to fix the problem. Lee offered to meet with the Farmers Market participants to find solutions and test them for a year.

- Another concern is some citizens have expressed concern that they have to pay a fee to belong to the Farmers Market to sell items at the Farmers Market and they would like to be able to come to the Farmers Market at times to sell their items. Rodney also feels a citizen of New Boston should be able to pay less to belong to the Farmers Market than a non-citizen. Melissa Harvey said the fee goes toward advertising and insurance. Susan suggested checking with the NH Department of Agriculture for the Farmers Market standards they follow. Kelsey Dorwart of Joe English Road said part of being in the Farmers Market is paying a fee for those services. If there were no fee it would hurt the market and the people selling who depend on the market for their business. If there were no fee there may be too many of one type of vendor and participants wouldn't make a profit. Candy Brenner of Tucker Mill Road also noted the performers that perform at the market each week who receive a stipend and the fee probably also goes toward the music to help draw shoppers to the market. Susan also noted each participant signs the rules and regulations and pays the fee and they try to keep a balance of types of vendors. The Farmers Market also gives free consideration to groups in town such as the quilt raffle and boy scouts to set up a booth at times during the Farmers Market. Sue Martin of South Hill Road asked if any citizen could set up at the common any day to sell and the Selectmen said any use of the common has to be approved by the Selectboard. An individual wouldn't have Farmers Market insurance or personal insurance. All Farmers

Market vendors must have personal insurance as well. Brandy suggested publishing an article in the New Boston Bulletin explaining the rules and regulations of participating in the Farmers Market.

- Rodney suggested the group work to remedy the first two issues before tackling the third issue. The Farmers Market is using the common for free and not paying rent for the space but it is costing citizens for increased maintenance due to the wear on the common. Candy and the Farmers Market participants commended Susan and Melissa for starting the Farmers Market and making it the success it is today. The Farmers Market will open on the date planned this summer.

3. 6:20 PM David Ely and Lee Brown Town Hall Renovation

David Ely and Lee Brown were present to meet with the Selectmen to discuss the right type of contract to lead the work on the Town Hall. David thanked the town for approving the expenditure of \$175,000 for renovations to the Town Hall. He noted there are three types of contracts to consider. The first is lump sum where the town would give the contractor a full set of architectural drawings and he would give a price for the entire job. This option would probably not work for this project, as there is a limited amount of money and a long list of things to do. The second type of contract is design and build where the town would start over with a different designer who would also be the construction company. Instead David would like his company to continue working on this project. The third option is construction management where the town would hire a contractor to oversee the entire project and the town would pay for materials and labor as the project progressed. This is expected to work best for this project. A cost benefit analysis of each portion of the project is needed. The contract manager would be selected by bid or by hiring a contractor who would then bid subcontractors for at least 65% of the work to work under his supervision. The town will list and prioritize the projects it wants to complete with the contract manager to determine what can be done with the \$175,000. A consulting company is coming to the Town Hall Wednesday to evaluate energy savings. The Selectmen will need to make a lot of decisions on what to do with items that have been stored in the Town Hall that will be in the way when construction begins. Another option is to split the project into separate projects by offices in the building. The Selectmen would like to use the contract manager option and meet with David and Lee again to prioritize projects in the coming weeks. Building Inspector Ed Hunter is reviewing the plans and Selectmen's Secretary Laura Bernard will be asked to become involved in the project to determine where the IT equipment and furniture should be placed.

Lee was asked how the Old Engine House renovations were progressing and he said an individual might donate some money to create a space for seniors to gather in the Old Engine House. The lines have been run for data and cable and John Briggs will begin the security system portion soon. Recreation Commissioner Jen Martin and Recreation Secretary Mary Barone are choosing colors and carpet for the building. It is expected to be complete in about three weeks.

D. APPROVAL OF MINUTES:

1. Minutes of March 7, 2011 - The Selectmen reviewed the minutes. Corrections were noted. Dwight moved that they be accepted as amended. Rodney seconded the motion. All were in favor.

2. **Non-Public Minutes of March 7, 2011** - The Selectmen reviewed the non-public minutes. Dwight moved that they be accepted as presented. Rodney seconded the motion. All were in favor.

E. OLD BUSINESS:

1. Planning:

- The Planning Board approved the final plan for a two-lot subdivision with a shared driveway by Vista Road developers on Byam Road.
- Twin Bridge Land Management revised their plans and some drainage issues were addressed.
- A sitewalk was scheduled on a scenic road for April 16.
- Andy Luneau of Beard Road met with the Planning Board regarding a two-lot subdivision he plans for his lot.

F. NEW BUSINESS:

1. **DAR Proclamation**-The Selectmen reviewed a sample of a proclamation the Daughters of the Revolution would like them to make commemorating 100 years of the organization in New Boston. Burton and Laura will draft a proclamation for the Selectmen's review and approval.
2. **Workshops for Selectmen**-The Selectmen reviewed some options for workshops to attend. Rodney would like to attend all of the workshops offered by Antioch University. Dwight would like to attend some as well.
3. **Harvard Risk Management Proposal**-A representative from Harvard Risk Management met with Burton and asked if the town would offer this as a benefit to its employees. It is a company that represents people in identity theft situations and would provide an attorney for certain situations for approximately \$25 per month per employee. Employees would pay for this out of their paycheck. The Department Managers will be asked to discuss it with their departments to see if any employees are interested.
4. **Committee Appointments**-The Selectmen reviewed applications for town committee members.
 - Anne Charbonneau three-year term as town tax collector is up. She is interested in continuing in this position. Rodney moved to reappoint Anne Charbonneau as the town tax collector for a term of three years. Dwight seconded the motion. All were in favor.
 - Dave Allen's application for reappointment to the forestry committee has not been received but is expected. Burton recently reviewed the law regarding forestry committees with committee chairman Tim Trimbur as the law allows 3-5 members but the committee currently has 8 members. The committee will meet and discuss among themselves which members will be regular members and which will be alternates. Some members who do not wish to continue could resign and the Selectmen could accept their resignations. Tom Miller has indicated he does not wish to continue on this committee. Glen Dickie also applied to this committee. The committee will invite him to meetings to gauge his interest and if he is still interested they will recommend he meet with the Selectmen for appointment.

- Dwight moved to reappoint Rebecca Balke to the Conservation Commission for three years. Rodney seconded the motion. All were in favor. Joel Bedard and Michael DePetrillo's applications for reappointment have not yet been received.
- Brandy Mitroff applied for reappointment to the Finance Committee. Dwight moved to reappoint Brandy Mitroff to the Finance Committee for three years. Rodney seconded the motion. All were in favor.
- Ken Lombard applied for reappointment to the Open Space Committee. Dwight moved to reappoint Ken Lombard to the Open Space Committee for three years. Rodney seconded the motion. All were in favor.
- Kevin St. John applied for reappointment as an alternate to the Transfer Station Advisory Committee. Dwight moved to reappoint Kevin St. John to the Transfer Station Advisory Committee for three years. Rodney seconded the motion. All were in favor.
- Stu Lewin applied for reappointment to the Planning Board. Dwight moved to reappoint Stu Lewin to the Planning Board for three years. Rodney seconded the motion. All were in favor.
- Kim Borges and Lee Brown applied for reappointment to the Recreation Commission. Dwight moved to reappoint Kim Borges and Lee Brown to the Recreation Commission for three years. Rodney seconded the motion. All were in favor.
- David Craig has not yet applied for reappointment to the ZBA. Laura Todd applied for reappointment as an alternate to the ZBA. Dwight moved to reappoint Laura Todd to the ZBA for three years. Rodney seconded the motion. All were in favor.
- Mary Coon applied for reappointment to the Energy Commission. Dwight moved to reappoint Mary Coon to the Energy Commission for three years. Rodney seconded the motion. All were in favor.
- Dick Moody and Lester Byam have not yet applied for reappointment to the Road Committee. Chairman Tom Miller will be asked to remind them to get their applications for reappointment in.

G. OTHER:

1. The Selectmen extend their condolences to the Davis family for the loss of Charlie Davis and recognized his many years of service to New Boston in various capacities.

H. PUBLIC COMMENT:

None.

I. Move to enter Non-Public Session: Rodney made a motion to go into Non-Public session per RSA 91-A:3II(d) at 7:45 PM. Dwight seconded the motion. All were in favor.

J. Move to exit Non-Public Session: Rodney made a motion to exit Non-Public Session at 8:15 PM. Dwight seconded the motion. All were in favor.

K. ADJOURNMENT: Rodney made a motion to adjourn the meeting at 8:15 PM. Dwight seconded the motion. All were in favor.

Prepared by Maralyn Segien