

**Town of New Boston
Selectmen's Meeting
January 19, 2011**

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

Recreation Commissioner Lee Brown, Road Committee members Tom Miller and Willard Dodge, Brandy Mitroff, Transfer Station Manager Gerry Cornett, Town Clerk Irene Baudreau, Deputy Town Clerk Cathy Strausbaugh, Library Trustee Eric Seidel, Planning Board member Mark Suennen, Town Moderator Lee Nyquist and Bill Matheson were present.

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

B. PUBLIC COMMENT:

None.

C. APPOINTMENTS:

1. 6:00 PM Irene Baudreau Town Clerk Budget

Town Clerk Irene Baudreau and Deputy Town Clerk Cathy Strausbaugh were present for clarification of a memo the Selectmen sent them about closing the Town Clerk office on Thursdays. The Selectmen decided not to add 3 hours per week for Cathy and one hour per week for Irene that was requested for this year's budget. The Town Clerk decided instead to eliminate the public hours on Thursdays to gain the non-public hours requested in the budget. Some Fridays added at the end of each month will also remain in the budget.

2. 6:15 PM Gerry Cornett Hopper Repair

Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss issues at the Transfer Station.

- The discussed options for repair of the rotaphase phase converter in the hopper that is starting to fail and causing failures elsewhere in the system. A representative from Technitron looked at it and recommended VFD instead of rotaphase. If it continues to fail the motor will impale upon itself, a more costly repair. The repair with VFD will be a 3-day downtime with one day for repair. The advantages of RFD would be a minimum of 50% savings for electricity, automatically controlled electric system and will enhance the longevity of the motor. It will cost \$3,758 to build and replace the current rotaphase if there are no issues or it would cost \$7,492-8,000 for installation of RFD. This repair is not yet built into next year's budget. This could be added to the budget through a Warrant Article or added to the operating budget. The hopper is expected to last 25 years

and is 5 years old now. Dwight will meet Gerry tomorrow at the Transfer Station to discuss options for repair.

- There have recently been concerns that Gerry is using too much salt at the Transfer Station. The Selectmen are comfortable with the amount he is using. If it needs to be tracked better it could be included in the Transfer Station budget. Gerry currently keeps a log of what he uses. Questions were also raised about plowing of snow from the Transfer Station across the street. Gerry does this to keep the line of sight open for residents using the Transfer Station. Lee Brown handled the call from the Highway Department. He said in past years the ballfield lot is plowed before baseball season began to prevent too much mud in the parking lot. They also made it difficult to enter in the winter by using the snow piles at the entrance as a barricade to prevent improper recreation in the area. Lee, Gerry and the Highway Department will work on this issue.

3. 6:30 PM

Lee Brown

**Old Engine House Warrant
2011 Groundskeeping Budget**

Recreation Commissioner Lee Brown was present to meet with the Selectmen to discuss the amount needed to complete renovation of the Old Engine House for the Recreation Department offices. They reviewed a handout detailing various budget alternatives. It would take approximately \$16,707 to complete. The amount will be asked for in a Warrant Article. The Selectmen decided to ask for \$14,000 in the Warrant Article to complete the renovations. The original \$35,000 asked for in a Warrant Article was not enough as the electrical and security upgrade costs were more than expected. Lee will meet with Burton during the week to confirm the groundskeeping budget amounts. Dwight will contact Lee about the mower the town plans to purchase for groundskeeping.

4. 7:00 PM

Lee Nyquist

**Budget Hearing and Deliberative
Session Preparation**

Town Moderator Lee Nyquist was present to meet with the Selectmen to discuss the budget, Warrant Articles and the procedure for the Deliberative Session scheduled for February 7 with a snowday of February 9. The School Deliberative Session is scheduled for February 8. There are no petitioned Warrant Articles this year. The budget and 18 Warrant Articles were reviewed. A special election is scheduled for May 17 to fill a vacant legislative seat and the associated costs were added to the budget in all the proper areas. It will cost the town \$2300. Tom Miller noted sand was offered to New Boston from the Twin Bridge Land Management Development that the town was planning to use to save money on sand this year but Tom recommended the town keep the same amount in the Highway Department budget for sand as it is not known when or if this sand will become available and the quality is not known. Lee will ask clergyman Woody Woodland to give an invocation at the Deliberative Session.

The public budget hearing was opened at 7:57 PM. The Selectmen determined which one would speak to and move each Warrant Article at the Deliberative Session. Articles 16 and 17 will be removed from the Warrant and Article 18 will become Article 16. Three hours for Deputy Town Clerk Cathy Strausbaugh and one hour for Town Clerk Irene Baudreau were removed from the budget. Their Friday buffer hours were built into the budget. The Town Clerk office will be closed on Thursdays for non-public hours. \$2320 was added to the budget for the special

election. Sand costs will be added back into the budget. \$100,000 from the block grant will be heldover for use in 2011. The Road Committee plans to meet with the Selectmen to discuss and prioritize road projects. Several DES permits will be needed. A request to increase clerical hours in the budget at the Highway Department from 5 to 8 hours per week was not approved. The Road Agent search is progressing. The deadline for applications is the last week of January. The groundskeeping mower is in last year's budget. Dwight is working on this purchase and the town plans to purchase a zero turn mower. An amount for the Transfer Station hopper repair discussed tonight will be determined after Dwight reviews the problem and repair options with Transfer Station Manager Gerry Cornett. The final budget will be posted January 31 and no changes can be made to it between January 31 and the Deliberative Session. The library figures will be sent to Burton Friday after their meeting Thursday night. The budget hearing was closed at 8:38 PM. See addendum for a copy of the handout made available to the public.

D. APPROVAL OF MINUTES:

1. Minutes of January 3, 2011 - The Selectmen reviewed the minutes. Corrections were noted. Rodney moved that they be accepted as amended. Dwight seconded the motion. All were in favor.

2. Non-Public Minutes of January 3, 2011 - The Selectmen reviewed the non-public minutes. Rodney moved that they be accepted with corrections on the dates. Dwight seconded the motion. All were in favor.

E. OLD BUSINESS:

1. Planning:

- The Planning Board reviewed changes and amendments to the zoning ordinance. There was no public feedback. The Planning Board has approximately three Warrant Articles this year.
 - Frederick K. Lorden Revocable Trust/Harvey J. Dupuis subdivision cul de sac drainage was discussed and a manhole was agreed to.
 - Neville, Denise M. & John E. project was discussed and they are ready to submit their application.
 - A sitewalk was held Saturday at Thompson Lane for Vista Road LLC.
 - Twin Bridge Land Management met with the Road Committee to discuss road planned in their development.
- 2. 2011 Budget Revisions**-As above.

F. NEW BUSINESS:

- 1. 2011 Warrant: Review Articles and Explanation Wordings**-As above.
- 2. 2011 Default Budget**-The Selectmen will sign.
- 3. Encumbrances for 2010**-This is not ready for discussion. It is expected to be complete tomorrow and then will be ready for Selectmen signature.
- 4. 2011 Investment Policy**-This is a yearly document required by the auditors to confirm the town's investment policy for Selectmen signature.

5. **Benevides Code Compliance Hearing**-Code Enforcement Officer Ed Hunter had to go to court recently for an applicant that didn't fulfill their building permit. The judge decided the applicant needs to have it completed within thirty days or fines will be assessed.

G. OTHER:

1. The Board approved Richard Bailey as a part time corporal at the Police Department. He will also continue his duties as the prosecutor.
2. The Town Report cover will be in color for the first time this year and feature the new library. The Selectmen approved the cover art and other options were discussed. The Town Report will be ready for proofreading by the Selectmen the first week in February before the Deliberative Session.
3. Fire Chief Dan MacDonald asked the Selectmen if the town of Weare should be billed for an ambulance call where the patient and their insurance company cannot agree to pay the New Boston ambulance service for its services at a mutual aid call. The Selectmen expect the Fire Department to have a policy to deal with this type of situation.
4. Burton is meeting with the copier company tomorrow to discuss state of the art copiers and decide if the town wants to keep its current copiers and printers or switch to copiers that can do both functions.
5. Mainstay Computers are also coming in tomorrow to install Assessor George Hildum's computer and begin the server changeover process.
6. Christine will be out of town most of the month of February but does not want the Road Agent interviews to be held up while she is gone. They will proceed as scheduled.

H. PUBLIC COMMENT:

I. ADJOURNMENT: Rodney made a motion to adjourn the meeting at 9:02 PM. Dwight seconded the motion. All were in favor.

Prepared by Maralyn Segien