

**Town of New Boston
Selectmen's Meeting
October 17, 2011**

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

Brandy Mitroff, Lee Brown and David Ely of the public 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.

Consent Agenda-The Selectmen signed the consent agenda. Dwight moved to approve the consent agenda as posted. Rodney seconded the motion. All were in favor. 2-0

B. PUBLIC COMMENT:

None.

C. APPOINTMENTS:

Item 1: Lee Brown-Discussion and Recommendations For Funding Additional Building

Projects: Lee Brown and David Ely were present to meet with the Selectmen to discuss progress on the Town Hall renovations. David brought the before and after engineering plans for review. Lee recapped the renovations planned and further items that need to be addressed and prioritized including the following:

- The issue of water running through the basement and boiler room eight months out of the year is an involved process for repair, affecting air quality in the building and causing the building to settle. Approximately \$40,000 of work.
- There is also a structural issue especially at the building department wall that needs to be made stronger. The Selectmen will view this during the week.
- Digitization of files \$5-7,000. The accounting and assessing departments seem right for the process and open to it. The Planning Department should consider digitizing some files within the next five years. Another option would be to store files off site. Planning has discs for each subdivision but Bob Todd keeps them as he has the appropriate software and large screens necessary for viewing the content. Both the software and new screens would have a cost involved if the Planning Department wanted to keep the discs. Some other towns that have a digitized Planning Department were researched and Lee visited Keene to see how they handle files. Only some other small communities have done it. Security of files is also an issue and there should be off site backup.

Lee would like to meet with the Selectmen again to have each item on the list prioritized with costs and a timeframe for completion indicated. He also suggested the town consider having one employee for building maintenance to protect the town infrastructure. This was tried two years

ago but was unsuccessful due to the way it was implemented. The Selectmen thought the recent energy audit by SNHPC was not very beneficial. CIP Committee member Brandy Mitroff was present and said there is \$5,000 remaining in the original CRF account that should be allocated soon for some of these projects. A project over \$20,000 such as the basement moisture project should be in the CIP schedule. Brandy suggested leaving the \$5,000 in the account but add to it in three years. She suggested the Selectmen get the necessary information to get the funding on the CIP Schedule to the CIP Committee in preparation time for their meeting Wednesday night. The Selectmen thanked Lee and David for their work on the project.

D. OLD BUSINESS:

Item 2: Approval of Minutes of October 3, 2011 Public and Non-Public:

1. **Minutes of October 3, 2011** - The Selectmen reviewed the minutes. Dwight moved that they be accepted as presented. Rodney seconded the motion. All were in favor. 2-0
2. **Non-Public Minutes of October 3, 2011** - The Selectmen reviewed the non-public minutes. Dwight moved that they be accepted as presented. Rodney seconded the motion. All were in favor. 2-0

Item 3: Adoption of Wage Freeze Directive For 2012 Budget And Reference to Personnel Manual Language To Eliminate Cola and Merit Increases For 2012: This is in follow up to the last Selectmen's meeting when they concurred a wage freeze was the appropriate thing to do this year. Dwight moved to adopt the wage freeze by temporarily suspending the following portions of the personnel manual for the 2012 budget period: Cost of living adjustment page 6-7, Central tenant page 6-8 and Timing page 6-8. Rodney seconded the motion. All were in favor. 2-0

E. NEW BUSINESS:

None.

F. OTHER:

Item 4: Town Administrator's Report: Peter was not present to report.

Item 5: Selectmen's Reports:

Planning:

- Jillian Harris was present to discuss the town's energy plan. All town buildings will be screened for ways they could become more energy efficient.
- Brian and Beth Stevens of Hooper Hill Road requested a 4000' square lot line adjustment for a new driveway on Hooper Hill Road instead of their current driveway on Mont Vernon Road.
- George Merrill requested a two-year extension on his building expansion project at his storage facility. The Planning Board granted this extension.
- Indian Falls development requested a one-year extension, which was granted.
- Forestview development requested a one-year extension for their development on Susan Road, which was granted.

- Eric of 10b Kettle Lane submitted an application to sell firearms out of his house. The Planning Board accepted his application.

Footbridge Committee: Rodney spoke to Footbridge Committee Chairman Sandy Van Scoyoc who said the committee gave Mr. Tracy an offer to purchase a portion of his land for sale by the river. They have not heard anything back from this offer but it is possible he sold the entire parcel. Sandy will research the owner and if there is a new owner the Footbridge Committee will approach them about the possibility of purchasing a small parcel of land near the river. If successful the bridge could be built next summer. The Committee hopes to get at least one more extension from the state.

Item 6: Possible Request For Non-Public Session Per RSA91-A:3, II(a) and (c)-Legal and Personnel: None.

G. PUBLIC COMMENT:

None.

H. ADJOURNMENT: Dwight made a motion to adjourn the meeting at 7:08 PM. Rodney seconded the motion. All were in favor. 2-0

Prepared by Maralyn Segien