

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

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

Brandy Mitroff and Nancy Foster of the press 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. Christine moved to approve the consent agenda. Dwight seconded the motion. All were in favor. 3-0

B. PUBLIC COMMENT:

Brandy noted she spoke with the new owners of Dodge's Store who said they are waiting for the state permits to arrive before opening the store. They are hoping to open before Christmas. They are changing nothing. People are working there cleaning and they have rehired most of the old employees.

C. APPOINTMENTS:

Item 1: Dan MacDonald-Discussion re: generator upgrades and Fire Station: Dan was not present but the Selectmen reviewed a handout and Brandy asked if the money needed would be included in the upcoming budget. It is now too late for that and the Selectmen plan to discuss these amounts with Dan. It was noted the new school generator failed a couple weeks ago when they lost power, as the scheduled maintenance was not yet done. This generator is not adequate to run the entire school and is planned to be replaced and this generator will go to another town department. There is a maintenance contract for each town generator. Dwight will research information on the town generators and contract.

D. OLD BUSINESS:

Item 2: Review recommendation for phone system upgrade-Vote to expend funding: Tonight the Selectmen plan to formalize their approval for Town Administrator Peter Flynn have town counsel William Drescher review of the submitted contract. The money is available to start the project after a breakdown of cost per department is received. Dwight moved to grant permission to the Town Administrator to sign the contract to expend \$28,000 for the phone contract including equipment, contingency and allotment after a review and recommendation from Town Counsel Bill Drescher. Christine seconded the motion. All were in favor. 3-0 This

is expected to be ready by the end of this week. Peter will let the Selectmen know immediately if any further meetings will be necessary. Dan MacDonald's concerns on this matter have been handled.

Item 3: Approval of Minutes of November 28, 2011 (part 1 and 2):

1. Minutes of November 28, 2011 - The Selectmen reviewed part one of the minutes. Dwight moved that they be accepted as presented. Christine seconded the motion. All were in favor. 3-0

2. Minutes of November 28, 2011 - The Selectmen reviewed part two of the minutes. Dwight moved that they be accepted as presented. Christine seconded the motion. All were in favor. 3-0

Item 4: Police Chief Search status and update of timetable: The preliminary schedule was prepared by Rodney but Peter has taken over the process and revised it to a more realistic schedule. Peter met with Dick Campbell who is helping with the process today to prepare interview questions. The resumes were studied and they will begin phone calls to six candidates tomorrow. Interviews are planned for January 6. On January 11 the Selectmen will interview and choose the final candidate(s). The town hopes to hire the top choice by February 13. Peter will update the Selectmen on the progress again at their January 3 meeting.

E. NEW BUSINESS:

Item 5: Town Hall renovation project-Recommendations for 2012 budget: It was discovered recently that water is coming through the old hose tower at the Old Engine House. Further funding is needed to repair this problem. An estimate is needed to add this project to the building maintenance line of the operating budget or a separate Warrant Article. Estimates will be requested from Lee Brown and one other contractor, possibly being Brad Johnson. Lee was not present tonight to discuss other budget items such as projects at the Town Hall. Some items could be done under the 2011 budget if they are ready in time. During this process additional items were found that needed to be done and some planned items were not done. The Selectmen will review a document Lee prepared listing outstanding Town Hall projects and their prices to determine priority of each item. There is \$5,000 left in the Town Hall CRF.

Item 6: Discussion and approval of the 2012 Selectmen's Meeting Schedule: The Selectmen will meet the first and third Monday of each month in 2012 except for when that Monday is a holiday they will meet on Tuesday. Dwight will be absent February 6 and Christine will be absent February 21. Additional meetings can be scheduled as necessary.

Item 7: Expenditure and Revenue Report YTD: Peter expects the town will meet the Finance Committee's challenge of leveling the budget or having a 2012 budget lower than last year. The proposed budget doesn't include the new phone charges. 2011 Expenditures: money is expected to be leftover to cover the phone up-front costs, Old Engine House and Town Hall renovations discussed above. 2011 revenues are on track other than town clerk auto registrations are behind \$50,000 compared to 2010. The Transfer Station is doing well over the anticipated revenues. Leftover 2011 money would go to the unreserved fund balance for possible future tax relief. Projected revenues and unreserved fund balance will be ready for the January 7 Finance

Committee meeting to finalize. Some adjustments are currently being made. The Finance Committee has been meeting for the past seven weeks. Warrant Articles are not yet ready. The new block grant amount has been received. Police Chief Chris Krajenka will be leaving January 5 and take some vacation time. The Corporal and Sergeant will run the department during the search for the new chief. Potential officer candidates were discussed. One candidate will not need the Police Academy.

F. PUBLIC COMMENT:

None.

G. OTHER:

Item 8: Town Administrator's Report: Peter reported on the following items:

1. **Finance Committee budget notes:** Chief Krajenka requested the part time clerk be changes to full time at 35 hours with benefits but this position was kept at 20 hours. In the summer, the Selectmen told him that if he could find funding to increase the hours they would discuss it further. When the tax rate was announced, it seemed it wouldn't happen. A member of the Finance Committee recommended gradual progression of hours. According to the Committee, the need has not been demonstrated. The new chief will be expected to evaluate the need. Road Agent Dick Perusse presented the Finance Committee some follow-up information previously requested. Peter Flynn will present the total budget at the meeting of January 7, 2012. No additional increases have been made to the Emergency Management and Police budgets. The planning Board budget will now contain the annual dues from the Southern NH Planning Commission. Also, the Recreation Department's computer line had been removed and placed into the selectmen's Technology line item.
2. **Status on Footbridge:** Peter spoke with Tom Jamieson at NH Department of Transportation who indicated this summer was the date to begin the project. The DOT would be willing to ill consider an extension if the town wants to continue with the project. Mr. Jamieson offered to meet with the committee, current property owner and potential property owner. The committee is considering a specific location that is currently for sale.
3. **Follow up report on the chief's position:** as above.
4. **Funding for new Phone System:** as above.
5. **Lyndeborough Road Culvert:** Peter and Road Agent Dick Perusse to meet with Stoney Ridge Environmental December 28, 2011.
6. The office Christmas party is scheduled for December 21 at the Town Hall.
7. The Town Hall will be closed December 26 for the holiday. Next week is expected to be busy with budget preparations.

Item 9: Selectmen's Reports:

The Planning Board will meet again next week. The Selectmen representative to the Planning Board will change in March.

I. Move to enter Non-Public Session: Dwight made a motion to go into Non-Public session per RSA 91-A:3II(a) Personnel at 7:05 PM. Christine seconded the motion. Roll call vote: Rodney Towne-yes, Dwight Lovejoy-yes and Christine Quirk-yes. The Board then entered non-public session after a poll of all members.

J. Move to exit Non-Public Session: Dwight Lovejoy made a motion to exit Non-Public Session at 7:19 PM, Rodney Towne seconded the motion. Roll call vote: Rodney Towne-yes, Dwight Lovejoy-yes and Christine Quirk-yes. All were in favor.

K. ADJOURNMENT: Christine Quirk made a motion to adjourn the meeting at 7:20 PM. Dwight Lovejoy seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien