

**Town of New Boston  
Selectmen's Meeting  
June 20, 2011**

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

Fire Chief Dan MacDonald, Police Chief Chris Krajenka, Police Department Secretary Cathy Widener, Transfer Station Manager Gerry Cornett, Building Inspector Ed Hunter, Barry Charest, Wayne Charest, Brandy Mitroff, Amy Parrish, Victor Parrish, Road Agent Dick Perusse, Road Committee Member Tom Miller, David Ely and Lee Brown 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.

**B. PUBLIC COMMENT:**

None.

**C. APPOINTMENTS:**

**1. 6:00 PM                      Dick Perusse                      Highway Department**

Road Agent Dick Perusse was present to meet with the Selectmen to discuss projects the Highway Department is working on.

- Paving prices have been received from Continental Paving and Advanced Paving. These were given to the Selectmen and reviewed. It was noted Advanced Paving is the lower price. The town has never used them before but Dick has worked with them in the past. Advanced Paving also provided references. Dick recommends using Advanced Paving due to their price and work ethic. The Selectmen agreed.
- Highway Department employees Terry and Doug recently attended the Sign Summit where road signs were addressed. They learned under requirements passed in 1997 all signs have to be reflective. The government has now given deadlines in 2012, 2015 and 2018. The Police Department neighborhood watch signs may not have been built to requirements and also need their own posts. Borrowing a device from UNH to test town signs can check reflectivity of signs. Sign lifespan was discussed and is usually around 10 years. Some signs can be refaced.
- Dick met with Ron Jean (Mr. Hanson on Briar Hill Road's builder) on June 9 regarding the driveway that was not built to town specifications. Ron will place rock in the opening of the second driveway and deepen the swail. He will contact Dick when he begins the work. Dick will coordinate these plans with Code Enforcement Officer Ed Hunter.
- Engineering quotes were received today from Holden Engineering for the Doherty and Gregg Mill Bridge repairs. The Selectmen reviewed the fees and repair options with Tom Miller.

- A quote was received from Michie Corp. for the box culvert on Old Coach Road. The Highway Department will prepare the area, raise the road for the culvert and pave it once the culvert is placed. The road will probably need to be closed for one week for the project. The project is expected to take place mid-September.
- Some local High School graduates have expressed interest in the part time summer Recreation Department/Highway Department position. The Selectmen decided Dick should interview these candidates before advertising for the position.
- The Selectmen asked Dick to speak with the applicant the Planning Board has been working with for an antique shop on Old Coach Road to discuss a sign they will need at their location noting, “traffic entering.”

**2. 6:30 PM                      Public Hearing                      Hazard Mitigation**

Jillian Harris from Southern New Hampshire Planning Commission was unable to attend tonight’s meeting and asked Fire Chief Dan MacDonald to present to the Selectmen regarding the Hazard Mitigation Plan. All Department Managers and the Selectmen have been working with the SNHPC to create and implement the Hazard Mitigation Plan to be added to the town Master Plan. If the town does not have this Plan it will not be eligible for any FEMA grants. Dan reviewed portions of the plan via PowerPoint presentation. The Selectmen signed the plan. The Selectmen congratulated Dan for his recent honor from the state as the Emergency Management Director of the Year.

**3. 6:35 PM                      Chris Krajenka                      Police Department**

**Move to enter Non-Public Session:** Dwight made a motion to go into Non-Public session per RSA 91-A:3II(a) at 7:02 PM. Christine seconded the motion. All were in favor.

**Move to exit Non-Public Session:** Dwight made a motion to exit Non-Public Session at 7:25 PM. Christine seconded the motion. All were in favor.

**4. 7:00 PM                      Lee Brown                      Town Hall Renovations**

Construction manager Lee Brown and engineer David Ely were present to meet with the Selectmen to discuss progress that has been made with the Town Hall renovation project.

- The working engineer’s drawings are out and generated and Lee and David have been discussing them with Town Hall staff.
- Parking lot design work has been done.
- Lee has been meeting with Ed and Jan about how the Building Department could meet with the public. They have come up with a plan to switch the location of the Town Hall meeting room and the Building Department. The Selectmen reviewed the plan and approved.
- Work on the Town Clerk’s office will begin July 15 and will be completed within nine days.
- Lee has met with digitization vendors and will meet with the Selectmen again to discuss prices.
- The project is going well so far.

Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss projects the Transfer Station is working on.

- Demolition material from the Town Hall renovation has been coming in to the Transfer Station. This will be tracked but not charged.
- The school recycling program took high honors at the recent regional recycling convention. Gerry has been considering ways to expand the program and has been working with the Friendly Beaver Campground to begin a similar recycling program there. Christine recused herself from the Board for this discussion. Gerry has been working with Barry and Wayne Charest on the project. The campground will recycle and the material will be weighed the same as at the school and would like the revenues to go to the school as well. Town counsel will be consulted on how the funds could be managed. It is estimated to be approximately \$4,000 per year. If the funds cannot go to the school the campground would like them to be donated to another community focused cause such as the upcoming centennial celebration. They would like to push forward with the partnership no matter where the money goes. They asked if the Sherbourne Lot could be used for the recycling area at the campground and the Selectmen granted permission. No trash from the campground would go to the Transfer Station, only recyclables. The campground has been preparing the area and paying for construction of the recycling area. Christine returned to the Board.

#### **D. APPROVAL OF MINUTES:**

1. **Minutes of June 6, 2011** - The Selectmen reviewed the minutes. Corrections were noted. Dwight moved that they be accepted as amended. Christine seconded the motion. All were in favor.

#### **E. OLD BUSINESS:**

##### **1. Planning:**

- The Planning Board discussed site plan review changes and amendments. There are not many changes.
- The Planning Board is working with SNHPC on an energy chapter to add to the Master Plan. The Planning Board signed it as is although the Planning Board Chairman wanted many changes. There is no cost to the town for the energy plan and it will be added to the Master Plan.
- A wetland crossing at Byam/ River Road was approved.
- The application for the antique shop on Old Coach Road was approved. The town will not pay for the traffic entering sign they will need.
- There will be one Planning Board meeting in July and August. Christine will continue serving on the Planning Board in July and August.

2. **Muriel Matthews**-Materials were sent to the Local Government Center. They took photos of the steps. Burton will call them for a status on their decision.

3. Linda Sizemore researched the Selectmen's minutes and found the \$1.00 administrative fee for registrations has been in place since 2002. It is clear it is an administrative fee and it was advertised in the New Boston Bulletin at that time. The fee will remain and the

Selectmen will send a letter to Dottie Filmore to address her concerns she brought up at the last meeting.

#### **F. NEW BUSINESS:**

1. **Bailey Pond Signage**-A small section of the land at Bailey Pond belongs to the town with specific usage of the property. The Conservation Commission is now marking all their property with signs and the Selectmen want the property at Bailey Pond to be consistent with that. Swimming is allowed at the area under the deed and a “no lifeguard on duty” sign may be needed. Sign requirements will be researched.
2. **Sunday Driver Rock**-Historical Society Chairman Dick Moody asked if a sign should be posted near the Sunday Driver Rock saying it is town property and should not be vandalized. An unofficial sign was posted there and a complaint came in. A public hearing is probably not necessary for this kind of sign. The Selectmen approved a sign in this area in light of the vandalism that has taken place there. They will speak to the Road Agent about posting an official sign there.
3. **Safety Committee Program Revisions**-A copy of the Joint Loss Management Program is given to all new employees. It has not been revised since 1995. Fire Inspector Russ Boland and Burton recently reviewed it and made small adjustments with input from department managers. It will be prepared for Selectmen review and approval along with a form to be used if there is an incident. Russ and Burton are working on a slip and fall policy as well.
4. **Part Time Selectmen’s Assistant Position**-One person applied for the position during the internal applicant search. The Selectmen would like to discuss the position with this applicant before deciding if it should be advertised elsewhere.

#### **G. OTHER:**

1. The people that conducted the Town Hall energy audit audited the Highway Department, Police Department and Transfer Station today.
2. The Manchester Health Department is required to come to town to present a public health preparedness presentation before June 30. The Health Officer, one Selectman and the Town Administrator should attend.

#### **H. PUBLIC COMMENT:**

None.

**I. Move to enter Non-Public Session:** Dwight made a motion to go into Non-Public session per RSA 91-A:3II(a) at 8:52 PM. Christine seconded the motion. All were in favor.

**J. Move to exit Non-Public Session:** Dwight made a motion to exit Non-Public Session at 9:12 PM. Christine seconded the motion. All were in favor.

**K. ADJOURNMENT:** Dwight made a motion to adjourn the meeting at 9:12 PM. Christine seconded the motion. All were in favor.

*Prepared by Maralyn Segien*