

Adopted

**Town of New Boston
Selectmen's Meeting
June 4, 2012**

PRESENT: Rodney Towne Selectman
 Dwight Lovejoy Selectman
 Christine Quirk Selectman
 Peter Flynn Town Administrator

Brandy Mitroff was present.

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

Consent Agenda-The Selectmen signed the consent agenda. Rodney moved to approve the consent agenda. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

None.

D. OLD BUSINESS:

Item 1: Third Reading-including public discussion Re: Policy re: Town Committees and Boards: Peter said this policy has been scrutinized and corrected. Planning Coordinator Nic Strong has been a big help with this policy as have been Conservation Commission Chairman Burr Tupper, Open Space Committee Chairman Ken Lombard and Recreation Commissioner Lee Brown. The number of members on each town committee was reviewed and they will be noted on the policy. The policy will be amended to reflect this and who appoints members to each committee. Rodney moved to approve this policy with the amendments discussed tonight. Christine seconded the motion. All were in favor. 3-0

Item 2: Approval of Minutes of May 21, 2012: The Selectmen reviewed the minutes. Rodney moved that they be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 3: Review of Year To Date Budget Expenditures and YTD Revenues: Peter reviewed the year to date budget and revenues and plans to do so with the Selectmen every month. The budget is in good shape. Peter began 2013 budget planning today.

Item 4: First Reading: “Policy”-Concerning Requests of Legal Inquiries or Opinions from Town Counsel: Peter said there was no clear policy before this draft. This policy will be used to make the procedure clear to all departments. Rodney moved to bring this policy to a second reading. Christine seconded the motion. All were in favor. 3-0

Item 5: First Reading: “Policy”-Acceptance of Donations and Gifts: Peter said this policy came about to ensure the Selectmen are aware of all donations and all should be cleared by the Selectmen. A public hearing regarding a donation is only needed if the donation is \$5,000 or more. A similar policy regarding grant-writing authority will be coming before the Selectmen for review soon. Rodney moved to bring this policy to a second reading. Christine seconded the motion. All were in favor. 3-0

Public Forum: None.

G. OTHER:

Item 6: Town Administrator’s Report: Peter reported on the following items:

1. **Boards and Committees Policy:** As above.
2. **Forestry Committee:** Forestry Committee Chairperson Kim DiPietro has not yet followed through with the letter as advised by Town Counsel but will soon do so.
3. **Town Clerk Request #1:** The Town Clerk has requested a meeting with Peter and Police Chief Jim Brace regarding possible penalty for overdue dog licenses-Peter making arrangements this week.
4. **Town Clerk Request #2:** Discussion regarding the implementation of the Avitar recommendation for the ability to allow residents to use credit cards when making payments at the Town Clerk’s office.
5. **Road Condition 1 Old Coach Road:** Peter contacted Code Enforcement Officer Ed Hunter and discussed the parking and drainage issue as instructed at the last Selectmen’s meeting. Ed wrote to the business and will follow up with Peter.
6. **Police Clerk Hiring:** Kathleen MacDonald began her duties at the Police Department last week and is working well. Selectmen’s Secretary Laura Bernard has processed the proper documentation for employment.

Item 7: Selectmen’s Reports:

- Rodney attended the recent 250th Celebration planning meeting. This project is moving along and scheduling events to take place throughout next year, one event per month with many events to take place around the Fourth of July. Some fundraising is beginning.
- There was an issue with a 6-day long yard sale last week and through this it was discovered the town has no yard sale regulations. Emergency vehicles could not pass through the road while the yard sale was going on and the police became involved but said there was nothing they could do, as there is nothing in writing. Dwight spoke to Ed who said most towns have regulations on this. Ed and the Police Chief are in favor of

regulations for New Boston. Peter and Ed will research regulations in surrounding towns to help decide if New Boston needs regulations or if this could be handled under public nuisance or another way.

ADJOURNMENT: Rodney made a motion to adjourn the meeting at 6:42 PM. Dwight seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien