

**Town of New Boston
Selectmen's Meeting
May 7, 2012**

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

Transfer Station Manager Gerry Cornett and Assistant Manager Glen Martin, Town Clerk Irene Baudreau and Deputy Town Clerk Cathy Strausbaugh, Forestry Committee Chairperson Kim DiPietro, Brandy Mitroff, Ken Lombard and David Woodbury were 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. Christine moved to approve the consent agenda. Rodney seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

Brandy spoke with Fire Chief Dan MacDonald about the New Boston High School monument Bob Todd spoke about at the last Selectmen's meeting. Dan told her the Fire Wards are meeting with Bob Todd to discuss it tonight.

C. APPOINTMENTS:

Item 1: Irene Baudreau-Town Clerk-update(s): Re-Office of the Town Clerk: Town Clerk Irene Baudreau and Deputy Town Clerk Cathy Strausbaugh were present to meet with the Selectmen to discuss projects the office of the Town Clerk is working on as follows:

- The Town Clerk's office has been trying to coordinate with the town IT company Mainstay to reinstate the ability to process boat registrations in New Boston since November. This would bring in approximately \$1500 of revenue to the town. The Selectmen decided they do want to offer the ability to register boats in New Boston. Peter will work with Irene and Selectmen's Secretary Laura Bernard to set up the appointment with Mainstay to get the required computers hooked back up.
- The Town Clerk asked for guidance on what to do with unpaid dog licenses. There are still approximately 24 still unlicensed from 2011 and 2 outstanding from 2010. This represents a loss of approximately \$1600 to the town. 420 have not licensed for 2012 and these were due April 30. Peter, Irene and Police Chief James Brace will meet to determine the next step and establish a policy for this situation in future years.
- The Town Clerk has been researching the possibility of providing the ability to register dogs and motor vehicles online. A draft contract from Avitar was received today for the Selectmen's consideration.

- The Town Clerk's office will be closed Wednesday as Irene and Cathy are attending a Town Clerk Regional Meeting all day. Irene will discuss the pros and cons of allowing residents to use credit and debit cards and the Avitar program discussed above with other Town Clerks at that meeting.

Item 2: Kim DiPietro-Forestry Committee Request: Forestry Committee Chairperson Kim DiPietro was present to discuss a land ownership issue at Lot 3-44 at Helena Drive and Holt Lane. Kim reviewed the history of this issue that has been going on for years. Bob Todd has surveyed the property and given a report. The Forestry Committee has also hired a forester. They have spent approximately \$2500 trying to resolve this issue. Four acres are in dispute. Bob Todd recommends Town Attorney Bill Drescher be asked to submit an opinion on if a quiet title or another action is needed. This would be paid for by the town legal fund. The Forestry Committee hopes to establish rights to the land in an amicable way without spending much more money. They are hoping to achieve a right of way to the property from Helena Drive or Holt Lane. They cannot work with Mr. Holt for this until they have clear title. They cannot make trails or invite residents to use the land without a right of way.

Rodney moved to authorize the Forestry Committee to consult with town counsel relative to the questions at hand regarding Lot 3-44. Christine seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 3: Second Reading-including public discussion Re: Policy revisions at the New Boston Transfer Station: Transfer Station Manager Gerry Cornett and Assistant Manager Glenn Martin were present to meet with the Selectmen to discuss the proposed policy revisions at the Transfer Station. Peter added the information Gerry and Solid Waste Committee Chairman Andrew French brought to the Selectmen at their last meeting and wording recommended by Town Attorney Dan Schwartz to the existing Rules and Regulations For The Use of the Transfer Station. Gerry is aware of and approves all these changes. This second reading was announced in the New Boston Bulletin.

Rodney moved to waive the third reading of Rules and Regulations For The Use of the Transfer Station. Christine seconded the motion. All were in favor. 3-0

Rodney moved to adopt the Rules and Regulations For The Use of the Transfer Station as written. Christine seconded the motion. All were in favor. 3-0

Item 4: Approval of Minutes of April 16, 2012:

The Selectmen reviewed the minutes.

Christine moved that they be accepted as presented. Rodney seconded the motion. All were in favor. 3-0 The Selectmen reviewed the non-public minutes. **Christine moved that they be accepted as presented. Rodney seconded the motion. All were in favor. 3-0**

Rodney moved to seal the non-public minutes. Christine seconded the motion. All were in favor. 3-0

Item 5: Selectmen's Goals 2012 to April 1 2013-Continued Discussion: The goals were revised as some were completed and some are ongoing. Peter would like to report on completed items at the end of the voting year.

E. NEW BUSINESS:

Item 6: Acceptance of Donations for Police Department Dare Program: The auditors were in and were asked about the donations discussed with Police Chief James Brace at the last Selectmen's meeting. The account discussed is no longer active at TD Bank due to fees that would have been incurred. At the time the account was closed a special account was created in the town Accounting office. The auditors approved of this. The New Hampshire Department of Revenue Administration also accepts this. The Selectmen now need to accept these donations. If their amounts were over \$5,000 a public hearing to accept them would be required.

Rodney moved to accept the donation given by Patricia Butler and Dennis Kerns in the amount of \$100 for the Dare Program and the donation of Gordon and Barbara Russell of \$500 for use by the Police Department. Christine seconded the motion. All were in favor. 3-0

Chief Brace has been notified. The issue discussed at the last meeting was researched and it was found these donations don't have to go to the general fund they can go directly to the Police Department. TD Bank New Boston Branch Manager Tom May and Chief Brace have been discussing beginning fundraising opportunities at the bank for the Police Department again.

Item 7: First Reading: Town Committees and Boards Policy: Rodney met with Peter two months ago asking for a policy of how town committees and boards should function. Peter drafted a policy for the Selectmen's review. This was reviewed and revised at this meeting. Chairs of all committees will be notified that discussion of this policy is planned at the next Selectmen's meeting.

Christine moved to move discussion of the Town Committees and Boards Policy to a second reading and public hearing including changes made tonight. Rodney seconded the motion. All were in favor. 3-0

Public Forum: None.

G. OTHER:

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

- 1. New Phone System:** Installation began today at the Town Hall. Both lines will run for one week. Outgoing calls can be made on the new phones. Incoming calls can be taken on the old system. The new phone numbers will be publicized in the June New Boston Bulletin.
- 2. Town Landscaping and Building Maintenance:** The Recreation Department hired a part time employee to work for them on maintenance. Peter was hoping to hire a second person very soon but if not, he hopes the Recreation Department person can help in the meantime.

3. **Cupola at Engine House:** Repair was completed Friday.
4. **Spring Personnel Reviews:** In progress.
5. **Transfer Station 'Rules' revisions:** As above.
6. **Boards and Committees Policy:** As above.

Item 10: Selectmen's Reports:

Planning: Christine attended the meeting where the Planning Board worked on the following:

- Christopher Bolton site plan on Route 114/Henlock Drive to hold used equipment auctions. The Planning Board asked him to research this further including road concerns. He may also need to meet with the Zoning Board of Adjustment.
- The Planning Board continued their discussion of the mixed-use district overlay. They plan to keep this area in the center of town for now.

250th Celebration: Rodney attended the 250th Celebration Committee meeting. The Committee is researching fundraising and planning events to be held throughout 2013 and many events to take place around the Fourth of July Celebration. They are meeting the fourth Thursday of each month. Christine said proceeds earned through recycling at the Friendly Beaver Campground would be donated to the 250th Celebration.

Item 11: Request for Non-Public Session per RSA 91-A: 3, II (d) and (e):

Rodney made a motion to go into Non-Public session per RSA 91-A: 3II(d) and (e) at 7:21 PM. Christine seconded the motion. Roll Call Vote: Rodney-yes, Christine-Yes, and Dwight-Yes.

The Board then entered non-public session after a poll of all members.

Move to exit Non-Public Session: Rodney moved to exit Non-Public Session at 7:40 PM, seconded by Dwight Lovejoy. All were in favor 3-0.

Mr. Flynn suggested that the board appoint two citizens to serve on a personnel hearing board scheduled for Thursday, May 10, 2012 to fill in for Rodney and Dwight who had to recuse themselves due to conflicts.

Mr. Flynn submitted the names of Richard Campbell and Arthur Johnston.

Christine moved to appoint the submitted names to serve on the Hearing Board. Rodney seconded and the vote carried 3-0.

ADJOURNMENT: Dwight made a motion to adjourn the meeting at 7:41 PM, seconded by Christine. All were in favor. 3-0

Prepared by Maralyn Segien