

Approved

Town of New Boston Selectmen's Meeting May 6, 2013

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

Brandy Mitroff, Library Director Sarah Chapman, Library Trustee Bill Gould, Police Chief James Brace, Road Agent Dick Perusse, Rich Little, Ken Clinton, Scott Fitzgerald, Donald Duval, Donald Lyons, Ken White, Larry from CNL Towing, Danny Aucoin and his daughter Jess from Danny's Automotive and five more members of the public were present.

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

Consent Agenda-The Selectmen signed the consent agenda. Rodney moved to approve the consent agenda. Dwight seconded the motion. All were in favor. 3-0. the consent agenda contained the following Committee Appointments: Mark Suennen-Planning Board; William Gould-Finance Committee. The easement for the Twin Bridge Road development was held out for further discussion under 'Selectmen's' reports.

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Kenneth Clinton: Applicant for ZBA Alternate position:

Ken sent in his application for a position on the ZBA and is here to meet the Selectmen. He has lived in New Boston for 12 years. He has been on the Open Space Committee for two terms and felt it was time to take on a different challenge. The Selectmen welcomed him to the ZBA and thanked him for volunteering. Dwight moved to appoint Kenneth Clinton as an alternate for the ZBA. Rodney seconded the motion. All were in favor. 3-0

Item 2: Ed Hunter-Update on Building Department Issues:

Code Enforcement Officer Ed Hunter was unable to attend tonight's meeting and will be rescheduled for the next Selectmen's meeting.

Item 3: Sarah Chapman-Whipple Free Library Director-Updates on Library activities:

Library Director Sarah Chapman and Library Trustee Bill Gould were present to meet with the Selectmen to update them on library activities. Sarah noted the library has been in the new location for three years this month. They have been busy ever since and it is gratifying. Circulation increased 10% this year. The library is being utilized just as they envisioned. Parking is the biggest issue. They use the overflow field when weather cooperates. The summer reading program is kicking off soon with activities for all ages. Sarah reviewed library statistics with a handout. The trustees are attending a library conference May 30. The library is holding a volunteer appreciation party May 24. Friends of the library activities were reviewed. Sarah and Bill will attend a strategic planning workshop in the fall to help plan for future library activities.

Item 4: Scott Fitzgerald-Discussion and Information of Christian Farm Drive completion:

Scott Fitzgerald and several residents of Christian Farm Drive were present to discuss the status of the road. The Selectmen noted the bond was called on May 2 when the Planning Board began the bond process. New Boston will then own the road. Road Agent Dick Perusse was present and noted he is waiting to get the bond before deciding what to do with the road. Other road projects are planned for the summer and he plans to begin work here late summer or early September. He noted there are issues with the road that will be taken care of along with road maintenance. The Highway Department will do some of the work and sub some of the work out. Culverts are not planned for the road at this time. Dick reviewed the road surface condition. The Selectmen noted the bond was not transferred to the new developer at the recent sale where a developer bought the remaining nine lots. The residents asked about mail delivery. Peter will review the bond and road status tomorrow and the road will be accepted as a town road at the next Selectmen's meeting. Chad Harper of 56 Christian Farm Drive asked if the town would hold the new developer fiscally responsible if he damages the road with equipment, etc. during the building process and was told yes. Arlene Day of 22 Christian Farm Drive noted the residents had been given a lot of promises in the past and now feels like they are part of the town.

Item 5: Second Reading-PUBLIC HEARING-Town's Towing Policy:

The towing companies the town uses were listed and they were sent a copy of the town's new towing policy for review before tonight's second reading and public hearing. No changes were made to the policy since the last Selectmen's meeting. Jess from Danny's Automotive was present and noted they take issue with the town setting towing rates as they work long hours, use specific equipment and are required to procure insurance on their vehicles while providing for their families and business. Their rates are provided in their portfolio and posted on their building. Danny reviewed the charges. They do not charge an administrative fee as some places do. Rodney requested an itemized list of recommended charges. Three towing company representatives provided a list and the others will mail it to the Selectmen. Larry from CNL Towing noted the towing companies also pay DOT fees. They also charge extra for police calls as they are expected to drop what they are working on to go tow for police. It is also a common problem resulting in an expensive process when people don't pick up their property after the tow. Donald Duval noted the prices proposed in the policy are ten years out of date. Don Lyons was

present and asked where these prices came from. Police Chief Jim Brace was present and said the prices came from the Henniker and Portsmouth towing policies. Don reviewed two recent tows where he was not compensated. Jim noted one was restituted Tuesday and he will investigate the status of the other. Don noted towing companies are not always compensated. He suggested limiting the number of contractors on the list the town uses. Some people who need a tow also request specific towing companies; in that case the town list would not be used. The list was reviewed with Don in the past. Chief Brace noted the Police use Bow for dispatch, Bow was contacted for the towing rotation and it was verified and found to be fair. Don also noted the towing companies are trying to make a living. Chief Brace noted the towing rate information is important and will be reviewed. The town needs a towing policy to protect the town and the motorists that need these services. Don noted a lot of towns don't practice reciprocity and suggested the town keep two lists, one for heavy operators and one for normal operators. Additional charges to the towing companies resulting from disposal of hazardous waste from cars were discussed and Don suggested the town provide a place to dispose of it at the dump or allow the towing companies to charge extra. Jim noted the town has an agreement with the Goffstown Transfer Station for this and referred Don to Transfer Station Manager Gerry Cornett. Storage fees and on-hook insurance v. garage keeper insurance were reviewed. Don requested a periodic tow list e-mail as Weare provides. Don was concerned about the response time limit penalties. Chief Brace suggested let the officer know it will take longer to get there than the policy allows so they can decide if a different towing company should be called in that situation. The Police Department is aware of the locations of the towing companies. The time limit is based on evidence limitations during drunken driving situations. Vetting drivers and insurance are covered in the policy. Don suggested prior approval of acceptance of fatality calls but Chief Brace would like to leave this discretionary depending on the situation. The Selectmen referred Don to speak with the Chief another time with more questions. Larry noted the state has policies and a complaint system. Rodney moved the proposed Towing Policy to a third reading two weeks from tonight. Dwight seconded the motion. All were in favor. 3-0

Item 6: Dick Perusse-Road Agent-Discussion re: Murray Memorial, Goffstown Traffic Control Plan for Construction, Crushed Gravel Bid Recommendation, Paving/reclamation bid award recommendation: Road Agent Dick Perusse was present to meet with the Selectmen to discuss projects the Highway Department is working on:

- Roadwork on Old Coach Road is beginning May 13. One lane of travel will remain open during the work hours. Paving will take place after Labor Day.
- The Lee Murray Memorial Bridge dedication will take place June 29 at 10:00 AM. Diane Murray will be present. The bridge will be one lane during the ceremony. Refreshments will be served at the Highway shed after the ceremony. Enough money was raised to purchase a 10x10 bronze plaque and steel for the bracket that were ordered and expected to be ready this month. There is a small amount of money leftover that the Highway Department employees are deciding how to use. NH DOT was contacted regarding mounting the plaque and they had no issue. The Selectmen agreed to mount the plaque as well. DOT will incorporate the new name "Lee Murray Memorial Bridge" into their inspection process. Rodney moved to rename the Lyndeborough Road Bridge the Lee Murray Memorial Bridge. Dwight seconded the motion. All were in favor. 3-0 The Highway Department will prepare a letter to DOT for Selectmen review.

- Dick followed the bid process with three bids for crushed gravel. Dwight moved to accept the bid of John Burroughs Excavating for crushing and materials this year. Rodney seconded the motion. All were in favor. 3-0
- Dick recommended using Advanced Paving and Excavating for paving this year. Rodney moved to accept Advanced Paving and Excavating for paving as submitted by the Road Agent. Dwight seconded the motion. All were in favor. 3-0
- Dwight Lovejoy asked that no unauthorized vehicles be parked at the Highway shed over the summer and Dick took note and agreed.

D. OLD BUSINESS:

Item 7: Approval of the Minutes of April 15, 2013 Public and Non-Public:

The Selectmen reviewed the public and non-public minutes of April 15, 2013. Rodney moved that they be accepted as presented. Dwight seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 8: Review of four month Expenditures and Revenues-Peter Flynn: Peter noted the first quarter is going well. Property tax bills are going out soon.

F. OTHER BUSINESS:

Item 8: Town Administrator's Report:

1. Employee Handbook Review: Peter has completed one-quarter of the review and is almost ready to present changes to the Selectmen.
2. Twin Bridge Property Deed Acceptance: As noted under Selectmen's Reports.
3. Riverdale Road Bridge Engineering Update: There was a lack of bridge aid support for the changes Road Agent Dick Perusse discussed at the last Selectmen's meeting. He continues to recommend the steel beam approach and will discuss it with DOT again. Peter and Dick will prepare a letter of appeal. Dick will also discuss it with Tom Miller.
4. Comcast Cable Contract Renewal: The contract is due for renewal in October. Peter has been meeting with Comcast representative Brian Christianson to discuss.
5. Foistner Letter to Town Administrator: Peter responded with a letter telling him his material was sent to Town Attorney Bill Drescher for review.
6. Junk Nuisance Complaint-Mill Street: The town sent a letter.
7. Drug and Alcohol Policy Revision for Highway CDL Employees: A representative from OnSite Drug Testing met with the Highway Department employees today to discuss. The contract with OnSite was signed.

Item 9: Selectmen's Reports:

Rodney has been involved in the Twin Bridge Warranty Deed and Easement process. The boundary needs to be clearly marked especially access onto the property off West Lull Place. This has not been done and Rodney recommends the town not sign off until it is marked. Rodney also spoke to members of the Conservation Commission about this and requested they not become involved until this is done. The Selectmen agreed.

Prior to Christine's Planning Board report she briefly discussed the letter received from Alan LaPenn where he expresses concerns that Newton Dodge Road 'addresses' could not be found during an emergency. The Town also had a concern if he blocks access to his driveway.

Planning Board Report-Christine Quirk-

- Christine attended a sitewalk Saturday for Craig Heafield's landscape and garden center. This application is expected to be accepted at the next Planning Board meeting.
- The next Planning Board meeting is May 14. Christine will attend and will attend all Planning Board meetings through the summer.

Public Forum:

None.

ADJOURNMENT: Rodney made a motion to adjourn the meeting at 7:32 PM. Dwight seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien