

Adopted

Town of New Boston Selectmen's Meeting November 18, 2013

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

Brandy Mitroff, Police Chief Jim Brace, Road Agent Dick Perusse, Cathy and Sgt. Rick Widener, Sgt. Dan Aiken and friend Tracy, Officer Kate Bragg, Fire Inspector Russ Boland and four other members of the public were present.

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

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Police Chief James Brace-Discussion and Updates on the following:

- Letters of Commendation: Jim brought forward several letters of commendation as follows: To Sgts. Aiken and Widener, recognizing their efforts and volunteering their time over the past year renovating the Police Department for better use of the Department layout and allowing this to be done within budget without hiring a contractor. To Officer Masella to recognize him for his investigative efforts over the past few months with good results including arrests and convictions. To Officer Kate Bragg for her discovery resulting in a major seizure and recovery of a significant amount of marijuana from the community. To Sgt. Widener for his investigative work in the same incident. The Selectmen signed the Letters of Commendation and they were presented to all in attendance. The Selectmen thanked and congratulated all.
- Requests to make full time appointments: Jim requested to appoint Steven Case to full time status effective December 1 to replace the position vacated by David Murray. Rodney moved to approve the appointment of Steven Case to full time position effective December 1, 2013. Dwight seconded the motion. All were in favor. Jim requested to appoint Alexandra Nelson to full time status effective December 29 to replace the position vacated by Justin Fournier. Rodney moved to approve the appointment of Alexandra Nelson to full time position effective December 29, 2013. Dwight seconded the motion. All were in favor.

- Quarterly Police Department update: Jim distributed and reviewed a handout including the year in review, core values, new mission statement and statistics.
- Server (computer) replacement: This was presented to the Finance Committee November 14 where they expressed concerns with the bottom line of the Police Department budget, some of which was due to cruiser radios and server replacement. Jim has recently learned the radios in the cruisers are not repairable and proposes purchasing one new one at \$4,000 this year and one next year. The second unexpected expense was server replacement. The server is now on its eighth year and probably should have been replaced four years ago. RMON recently audited the Police Department computer system. The drives are almost out of space and the department has problems daily with the computers that halt productivity. The department has been using Mainstay Computer Services for tech support but they are very expensive and the tech support line was depleted early this year. The department has been using subsequent tech support sparingly. The Police Department is switching to RMON from Mainstay for tech support to build and oversee a new computer system. Jim requested using unreserved funds this year for radio and server replacement and computer system update according to the audit from RMON at a cost of up to \$19,000. He hopes to be approved to call RMON tomorrow. This will show as an overexpended Police Department budget this year. He noted unanticipated revenues were collected this year due to Police Department items. Finance Committee member Brandy Mitroff was present and noted the Finance Committee agreed with this request. Rodney moved to approve the overexpenditure of the Police Department budget for the purpose of technology and radio upgrades not to exceed \$19,000. Dwight seconded the motion. All were in favor.
- Hiring Update: Jim noted when Steven Case and Alexandra Nelson were hired, a third strong candidate had applied for the part time position. Jim recently extended a part time opportunity to this candidate and other resumes he received since April. He discussed the upcoming deadline for application to the February Part Time Police Academy and if this deadline is missed, the next Part Time Academy begins in June. Two vacant part time positions are in the budget at \$7,500 each but he is able to train three officers with this amount. He saved \$12,743 this year by hiring part time officers instead of full time. Having the part time positions also helps the department fill positions faster if they become vacant and allows the department to provide more experience with the part time officer's work and establish confidence in their abilities.

Non-Public Session per RSA 91-A:3, II-Personnel: Rodney made a motion to go into Non-Public session per RSA 91-A:3II at 6:36 PM. Dwight seconded the motion. The Board then entered non-public session after a poll of all members. Rodney-yes, Dwight-Yes and Christine-yes.

Board re-entered Public Session at 7:17 PM

Rodney moved that the Non-Public Minutes be sealed for ten years, seconded by Christine. All voted in favor-3-0

D. OLD BUSINESS:

Item 2: Adoption of the Public and Non-Public Minutes of November 4, 2013: The Selectmen reviewed the public and non-public minutes of the November 4, 2013 meeting. Rodney moved that the minutes be accepted as presented. Dwight seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 3: Review and Approval Request for Warrant Article Submission: CIP Articles and Transfer Station Paving: Peter reviewed the latest printout of the CIP and prepared the Warrant Articles accordingly. Articles 13 and 14 are new Warrant Articles. Peter suggested the Selectmen consider funding some through the fund balance instead of raising through taxes such as the Warrant Article for Old Coach Road repairs of \$85,000 and for Transfer Station paving at \$50,000. Rodney is not in favor of using the fund balance for recurring projects such as the Old Coach Road repair. It would be ok to use for the Transfer Station paving. The \$68,000 dump truck Warrant Article was discussed as last year the public authorized \$68,000 for two trucks but only one was purchased at \$42,000. Trustee of the Trust Funds Fred Hayes said another Warrant Article would be needed to get the rest of the money. Peter will research this with the DRA.

F. OTHER BUSINESS:

Item 4: Town Administrator's Report:

- **Rose Meadow/HUD Suit:** Nothing new.
- A Warrant Article was proposed for \$2,500 for special details for non-profit events. A new Warrant Article is needed to continue this fund year to year as the original Warrant Article in 2011 intended. This Warrant Article was to cover police details for community events held by non-profit groups from New Boston where the proceeds would benefit New Boston such as the Duck Race or PTA Road Race as the costs of running these events was becoming more expensive than the funds raised. The Selectmen would authorize use of the funds. The funds would be kept in a trust fund. This was first brought forward in 2011 and originally included in the Police Department budget and returned to the general fund if not used. This was discussed at the Finance Committee meeting November 14.
- Town Clerk Irene Baudreau sent a memo to the Selectmen after a resident requested abatement of the dog license fee. Peter recommended denying this request. Rodney spoke to Irene about this and learned this was only done one other time when a resident was under extreme hardship and there is no indication of that this time. Rodney moved to deny Cheryl Byam's request for dog license fee abatement. Dwight seconded the motion. All were in favor.

Item 5: Selectmen's Reports: None.

Public Forum: None.

ADJOURNMENT: Rodney made a motion to adjourn the meeting at 7:38 PM. Dwight seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien