

Approved

Town of New Boston Selectmen's Meeting April 7, 2014

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

Brandy Mitroff, Road Agent Dick Perusse, Police Chief James Brace, Jay Marden, and Bill Schmidt 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 6:00M beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Christine moved to approve the consent agenda. Dwight seconded the motion. All were in favor. 3-0 The Consent Agenda contained appointment of Kim Colbert to Deputy Town Clerk position; Re-appointments: Rebecca Balke, Conservation Commission; Richard Moody, Road Committee; Lester Byam, Road Committee; David Craig, Zoning Board of Adjustment; Peter Clark, Highway Safety Committee ; Kim Borges, Recreation Commission and David Litwinovich, Planning Board; and two contracts.

B. PUBLIC FORUM:

Brandy Mitroff was present and asked about the duties and purpose of the Highway Safety Committee. Chief Brace explained that this committee is set up to review safety issues on roads and to qualify for some road safety grants.

Jay Marden was present and asked that when the contract for rebuilding Riverdale Road Bridge is finalized that the antique granite header blocks go to the town as they were donated by Clyde Heath when the bridge was built. Jay owns property nearby and could use the blocks and is willing to bid on them if the town has no use for them. The Selectmen said the town has decided to use the blocks around town and they are not expected to be for sale. They noted the project is currently in the legislative process as purchase of a small amount of state conservation land was necessary and has not gone to Senate vote yet. This project is expected to be ready for bid mid-June and the project is hoped to be completed next year.

C. APPOINTMENTS:

Item 1: William Schmidt-Applicant for Alternate on Finance Committee: Bill Schmidt applied for appointment to the Finance Committee as an alternate. He moved to New Boston with his family from Nashua a year ago and noticed there was an opening on the Finance Committee. He attended meetings late in the process to learn about it after meeting with the Town Administrator. He was impressed to read in the Selectmen's meeting minutes that the

town is debt free. Christine moved to appoint William Schmidt as an alternate to the Finance Committee for a three year term. Dwight seconded the motion. All were in favor. 3-0

Item 2: Police Chief James Brace-Update on Police Dept. Issues; New Hire Appt.; Sick Policy discussion: Police Chief James Brace was present to meet with the Selectmen to discuss the following:

- He requested the appointment of full time officer Ryan MacLean effective April 21. He is a 2008 graduate of Endicott College. His employment history was reviewed. He is NH certified and has worked for the Conway Police Department. He is relocating with his family to southern NH. This request is to fill an open position. He will need field training for six weeks. Ryan and his family will meet with the Selectmen at their April 21 meeting for introduction and swearing in. Christine moved to appoint Ryan MacLean as recommended by the Chief. Dwight seconded the motion. All were in favor. 3-0
- Jim reviewed a draft 'sick policy'. This is necessitated for the Police Department part time and full time sworn officers due to the requirement for 24 hour coverage and staffing levels. This will be an addendum to the town employee sick policy. It will go to three readings with the Selectmen. Peter and Jim will work together to draft an appropriate sick policy and addendum. Tonight's review will be considered the first reading and the next Selectmen's meeting will be the second reading and public hearing. Christine moved to consider this the first reading of the Police Department Sick Time Policy and to forward this to a second reading and Public Hearing at the next Selectmen's meeting. Dwight seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 3: Approval of the Public Minutes of March 17, 2014: The Selectmen reviewed the public minutes of March 17, 2014. Dwight moved that the minutes be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 4: Introduction of Grant Writing/Acceptance Policy-First Reading: Peter presented this new policy for the purpose of having a point person in town for coordinating all grant requests. This would keep the Selectmen informed of the status of all grants applied for on behalf of the town. Mr. Flynn stated that on occasion, a particular application could be complicated and would justify review by Town Counsel if necessary. Jim suggested adding language that no department budget should be penalized for not getting the grant money in the same year as the award and use of a grant. Christine moved to consider this the first reading of the Grant Writing/Acceptance Policy and to forward this to a second reading and Public Hearing at the next Selectmen's meeting. Dwight seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 5: Town Administrator's Report:

- Rose Meadow/HUD Suit: The parties met with the Planning Board March 25, 2014 and the issue is proceeding as expected.
- Footbridge: NHDOT reimbursed the town \$7,016.41.

- Riverdale Road Bridge: Senator David Woodbury informed Peter that the new Senate bill is forthcoming and should be voted on soon before going to the Governor.
- Road Construction Inspection Procedure: The Planning Board adopted the procedures as recommended by the Selectmen and Planning Board.
- RFP's for engineering services will be ready by April 25 and will be publicized in local paper(s)...

Item 6: Selectmen's Reports: Rodney attended the recent productive Planning Board meeting where the following was discussed:

- Rose Meadow requested a bond requirement waiver but instead the Planning Board reduced the bond requirements.
- Two issues from Glover Construction on Christian Farm Drive were revisited. All requirements were completed and it was approved.
- Two issues from on Townes Family Trust were revisited. All requirements were completed and it was approved.
- The Road Inspection Procedures passed after many meetings and lots of helpful input was considered.
- Rumore Subdivision on Bedford Road: The Planning Board decided on a requirement for road alignment and this will move forward.
- The Planning Board agreed with the Selectmen's insistence that RFP's be sent out to engineering firms for engineering services for the coming year.
- The Selectmen agreed to extend the contract of Northpoint Engineering to act as town engineer until August 25, 2014.
- The next Planning Board meeting is tomorrow night. Christine and Rodney will attend.

Public Forum: None.

Item 7: Request for Non-Public Session per RSA 91-A: 3, II (a), (b) and (c) Chief Brace- Personnel: Rodney made a motion to go into Non-Public session per RSA 91-A: 3II (a), (b) and (c) at 7:01 PM. Dwight seconded the motion. A poll vote was taken: Rodney-yes, Dwight-yes and Christine-yes.

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

Move to exit Non-Public Session: Christine made a motion to exit Non-Public Session at 7:10 PM Dwight seconded the motion. All were in favor. 3-0

ADJOURNMENT: Dwight made a motion to adjourn the meeting at 7:11 PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien