

# Approved

## Town of New Boston Selectmen's Meeting May 19, 2014

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

Brandy Mitroff, Building Inspector Ed Hunter, Open Space Committee Chairman Ken Lombard and Road Agent Dick Perusse 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

### **B. PUBLIC FORUM:**

None.

### **C. APPOINTMENTS:**

**Item 1: Dan MacDonald-Updates on Fire Department and Emergency Management:** Fire Chief Dan MacDonald was present to meet with the Selectmen to discuss Fire Department and Emergency Management activities as follows:

- Approximately 400 calls are expected this year, similar to last year.
- The Fire Department Building Committee is working on a fire station design. Don Grosso agreed to meet with the Fire Wards soon about possible purchase of his land for a fire station. The Fire Wards will report to the Selectmen with a fire station design and proposal when appropriate.
- CIP schedule: Acquisition of an engine 2 in 2016 will affect the CIP but it is on the schedule. An ambulance will also be purchased in 2016 but with funds from the revolving fund.
- Activities: The Fire Department had a busy weekend helping at the Air Force Tracking Station road race and responding to several calls, all while many officers and the chief were out of town. The PTA road race, Goffstown LPGA tour and Fourth of July activities are upcoming.
- A high radon problem was found at Hilltop Station. Dan met with a federal inspector who noted he was impressed with the New Boston Fire Department. Dan mentioned to him that Hilltop Station needed some work and has since heard that funding to fix up two rooms was approved. Work will begin in September.
- The Fire Department is now staffed Monday through Saturday with two to four people through the TARP program. Six new members have joined in the past two months.

WMUR news ran a piece on a shortage of volunteer firefighters throughout the state, but luckily that is not a problem for New Boston. There is good camaraderie and an enjoyable working environment at the New Boston Fire Department.

- The Emergency Management Committee has been meeting monthly with school administration to work on safety improvement since the Newtown, CT shooting. They found there was a good system in place already and small improvements have been made since. There has been good cooperation between Dan, Police Chief Jim Brace, Fire Inspector Russ Boland and Principal Jude Chauvette as they have been working on school safety. There are improvements still to do including a schoolwide paging system, panic buttons, connecting the white building communications with the school and backpacks containing safety items for teachers to grab in the event of emergency. The School Board recently approved funding for these items. The committee is working with the SAU on a schoolwide evacuation plan.
- The Highway Department generator grant is expected to be approved by the Governor's Council.
- The Fire Department applied for a grant approximately four years ago for hazard mitigation (cleanup of flammable material) at the Ridgeview Communications site. The grant was denied but the work has to be done and will now begin. The Highway Department will help with this project.
- The Fire Department has been doing a lot of work with the Hillsborough County Youth Center as they are holding a lot of events there. The Fire Department now has a procedure in place to plan and prepare for emergencies during an event there. The Youth Center Board and their insurance company are pleased with this arrangement.

**Item 2: Ed Hunter-Update on Building Department:** Building Inspector Ed Hunter was present to meet with the Selectmen to discuss updates of Building Department activities. Ed reported seven new homes are under construction currently. Business has been steady this spring. Ed has begun a new procedure where he inspects sites prior to Planning Board compliance hearings and reports to them. The Planning Board is now relying on him for inspections. There are a couple of compliance issues that Ed is working on. The new software program used in the Building Department is helping. The Department staff level and office hours are adequate. The Selectmen thanked Ed.

**Item 3: Richard Perusse-Updates on Highway Department Projects:**

Road Agent Dick Perusse was present to meet with the Selectmen to discuss Highway Department activities as follows:

- The summer schedule was reviewed as follows: The Highway Department is currently focusing on the Old Coach Road improvement project and it is expected to be repaved before Memorial Day weekend. Bridge maintenance is scheduled for June. Hilldale Bridge will be replaced. They then plan drainage projects for Parker Road, Joe English Road, Summit Road and McCurdy Road. They will then work on Bedford Road and then work on Doherty Lane mid-August.
- The septic tank at the white building was recently repaired. The Recreation Commission approached Dick for help with this project but the Highway Department did not work on it.

- Dick is allowing PSNH to park the cutting and chipping trucks at the Highway Department and provided chip dumping areas to them. He helped arrange the flagger and police detail schedule.
- The Conservation Commission had concerns that too many trees were removed and wetlands were filled in at the Highway Department property. Code Enforcement Officer Ed Hunter met with Dick about the issue. Dick said there were no wetlands to fill, explained the tree cutting plan and will put it in writing before budget season.
- Dwight expressed concern about cars that have been parked on Parker Road long term. Dick, Ed and Police Chief Jim Brace will speak to the owner.

#### **D. OLD BUSINESS:**

**Item 4: Update and Final Financial Impact on Footbridge Project-Peter Flynn:** Peter researched the financial impact and history of the footbridge project and prepared a spreadsheet of the details. Revenues and expenses were reviewed. No new money needs to be raised. There is \$11,401 left plus \$1,800 from the townwide yard sale. Christine moved that the funds collected through donations be returned to the donors if the Footbridge Committee is unable to come before the Selectmen with an active plan within six months. Dwight seconded the motion. All were in favor. 3-0 Christine moved that the money collected for the project through the townwide yard sale be held for a period of one year before going to the general fund if the Footbridge Committee is unable to come before the Selectmen with an active plan. Dwight seconded the motion. All were in favor. 3-0

**Item 5: Second Reading-PUBLIC HEARING-Revised Personnel Manual Section 7-1 and 7-2:** Input on this revision was received from the Police Chief and Planning Coordinator. The Selectmen reviewed the proposed language covering the 8 hour and 10 hour situations. This was discussed at the recent Department Managers meeting. Christine moved to forego the third reading and adopt the revision to the Personnel Manual Section 7-1 and 7-2 as presented. Dwight seconded the motion. All were in favor. 3-0

**Item 6: Approval of the Public Minutes of May 5, 2014:** The Selectmen reviewed the public minutes of May 5, 2014. Dwight moved that the minutes be accepted as presented. Christine seconded the motion. All were in favor. 3-0

#### **E. NEW BUSINESS:**

**Item 7: Further Discussion and Information Re: Sale of Town Property:** The Selectmen discussed options for the Mason property on Meadow Road Map 14 Lot 82. The Conservation Commission is considering purchasing this property with the Open Space fund and adding it to abutting conservation land. Open Space Committee Chairman Ken Lombard was present and said the Open Space Committee is considering if they are interested in it and it might be beneficial for wildlife in the area and volunteers would be needed to clean the property up. Rodney noted it might not be worth it as taxes on the property are due to the town and the wetlands there are already protected by regulations. The Selectmen agreed the Open Space Committee can investigate the possibilities and make a recommendation to the Selectmen this summer.

The Selectmen discussed the Riley lot on Lull Road Map 2 Lot 69 and decided it is clear to sell. Some legal work is necessary. Peter will research options on how to sell the property and report back to the Selectmen.

#### **F. OTHER BUSINESS:**

##### **Item 7: Town Administrator's Report:**

- Rose Meadow/HUD Suit: No update since the last meeting.
- Riverdale Road Bridge: NH DES approved the wetland permit.
- Footbridge: As reported above.
- Request for Proposals from Engineering Firms: Eight applications came in. Peter recommended a committee be formed to review them consisting of four to five members of town government. Engineer Kevin Leonard's contract was extended until the end of August. Dick, Ed, Peter and a Planning Board member will serve on the committee and the Selectmen will remain involved in the process and help make the final decision. The final decision will be made by the July Selectmen's meeting.
- Highway Heavy Equipment Operator: The applicant is still in the process of qualifying and obtaining a CDL license.

##### **Item 10: Selectmen's Reports:**

- Christine and Dwight attended the recent the recent Planning Board where they discussed the following:
  1. Tree removal on scenic roads.
  2. Zoning ordinance
  3. Incentives offered by other towns for open space development
  4. Home business zoning ordinance
  5. A letter with a plan attached came in from Twin Bridge Land Management. They will be asked to meet with the Planning Board.
  6. Vinnie from Thibeault requested another extension from May 13 to August 13 for the wetland crossing on River Road. The Planning Board granted an extension for a Conditional Use Permit until June 2015 for the wetland crossing on Tax Map/Lot #6/40-2. Also the State's wetland permit is valid until 2016.

**Public Forum:** None.

**ADJOURNMENT:** Christine made a motion to adjourn the meeting at 7:18 PM. Dwight seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*