

# Approved

## Town of New Boston Selectmen's Meeting November 3, 2014

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

Fire Chief Dan MacDonald, Fire Wards Wayne Blassberg, Cliff Plourde, Dale Smith and Dick Moody. Road Agent Dick Perusse, Police Chief Jim Brace, Forestry Committee Chairman Kim DiPietro, Tyler Ruggiero, Recreation Commissioner Lee Brown, Recreation Director Mike Sindoni, Bill Bartlett, Willard Dodge and Brandy Mitroff 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 6:00PM beginning with the Pledge of Allegiance.

**Consent Agenda-**The Selectmen signed the consent agenda. Dwight moved to approve the consent agenda. Christine seconded the motion. All were in favor. 3-0

**B. PUBLIC FORUM:**  
None.

### **C. APPOINTMENTS:**

**Item 1: New Boston Fire Wards-Discussion of Revised Duties for New Job Positions:** Fire Chief Dan MacDonald and Fire Wards Wayne Blassberg, Cliff Plourde, Dale Smith and Dick Moody were present to discuss projects the Fire Department is working on as follows:

- When the Fire Wards received Fire Inspector Russ Boland's resignation the fire Wards began discussing leadership needs in the Fire Department organization. They determined there was a need to increase the hours of the Captain of Administration position from 8 hours to 16 hours per week for a person with certain qualifications including EMS certification, extensive computer knowledge and ability to help the Fire Department apply for grants. They also determined a need to decrease the Fire Inspector hours from 24 hours to 16 hours per week for a person with certain qualifications including EMS certification. Peter has been kept informed of these changes. Job descriptions, salary and budget impacts of these changes were reviewed. These changes equal a \$6,000 budget decrease and will meet personnel requirements at the Fire Department. The Department currently has the TARP program that provides two people for daytime coverage in New Boston paid for by a federal grant that will end in June. The proposed positions would provide daytime coverage similar to what is provided by the TARP program. The Fire Department will present these changes to the Finance Committee as well. The current administrative person will be affected by these changes. This Captain of Administration

position is considered a new position as the job description has changed. Rodney recommended fire qualifications be added to the job description.

- A problem was discovered tonight with Fairpoint customers near Lyndeborough cannot receive calls. Safety responders including the Police and Fire Departments are working to get this fixed as this is a safety issue. It is unknown if these people are able to dial 911 in an emergency. Fairpoint responded to address this during the meeting.
- The Fire Department is considering a couple pieces of land for a new fire station. There is no change in this situation since the Fire Wards last met with the Selectmen. More information is hoped to be ready to share with the CIP and Finance Committees soon.

### **Item 2: Lee Brown and Mike Sindoni-Discussion Re: White Buildings Leach Field**

**Progress:** Recreation Commissioner Lee Brown and Recreation Director Mike Sindoni were present to meet with the Selectmen to discuss the progress of the leach field project at the white buildings. Lee said the Recreation Commission is in the process of evaluating their finances and capabilities. Since the all-boards meeting October 16 the Recreation Commission has researched the two septic options and is working to get quotes. Lee and Mike are here to request funding of the \$40,000 that represents the school portion of this project that the Recreation Commission has now become burdened with. They noted the two programs that normally run out of the white buildings are the major funding sources of the Recreation Revolving Fund. On the other hand, the Recreation Department should be able to stand alone. There is potential to take over a long term white building lease arrangement between the school that owns the white buildings and the Recreation Commission including ability for the school to use the white buildings again in a catastrophic event. Other programs and groups also use the white buildings occasionally. Options to fund the \$40,000 need were discussed including a Warrant Article, loan from the town that the Recreation Commission would pay back once the afterschool and summer programs are back to full capacity, or the Recreation Commission would fund it on their own. Rodney recommended the Recreation Commission work this out with the entity leasing the building and not involve the town. He is concerned about the expanded septic system that was originally planned. He also noted the Fire Station may become available as a suitable location if the land acquisition discussed above occurs. Christine agrees with Rodney and also has concerns as a revolving account is involved. Peter agrees a lease approach is better than purchase, but otherwise has not had experience with this type of situation as commissions have certain statutory authority. Brandy noted she would rather a purchase arrangement as it is simple and would cost less than a lease. She recommended this option be kept open.

### **Item 3: Kim DiPietro-Request for Acceptance of a Donation and Update on Eagle Scout**

**Project:** Forestry Commission Chairman Kim DiPietro was present to meet with the Selectmen to discuss the following:

- Kim introduced Tyler Ruggiero who built a kiosk for the New Boston Trail as part of his work toward an Eagle Scout achievement. He ran a bake sale to raise funds and has \$294 leftover that he would like to donate to the Forestry Commission. He needs a release of liability from the town for the kiosk to complete his award. He will be awarded his Eagle Scout with Cody who built the footbridge for a trail. Christine moved to accept the \$294.03 donation to the Forestry Commission. Dwight seconded the motion. All were in favor. 3-0 Christine moved that New Boston release Tyler Ruggiero from liability for his donation of a kiosk for the Forestry Commission. Dwighth seconded the motion. All were in favor. 3-0

- The Forestry Commission proposes a sign for the entrance to the Sherburne Lot to be purchased with Tyler's donation. They have also received complaints of shooting/dumping and motor vehicle activity in the sand pit. They propose posting this area with two signs. Hunting is allowed but shooting is only allowed on people's own property with necessary precautions. The Selectmen reviewed and approved the sign design and asked that "Per Order of the Selectmen" be added. Shooting is not allowed on town property. The Highway Department will help install the signs. The Road Agent noted the Highway Department has also noticed trash disposal in that area. Kim will work with him on the signs. The prison will make the signs.

**Item 4: Dick Perusse-Road Agent-Updates on Highway Department, Paving, Equipment Repair, Bridges, Road Work and Town Vehicle Use:** Road Agent Dick Perusse was present to meet with the Selectmen to discuss the following:

- Paving prices from Advanced Paving were reviewed and a slight increase was noted. The prices were compared with other towns and New Boston's price seemed appropriate. Dick requested that last year's contract with Advanced Paving be extended one year. Rodney moved to extend New Boston's contract with Advanced Paving for one year. Dwight seconded the motion. All were in favor. 3-0
- The Highway Department 10-wheeler engine is unexpectedly no longer operational. Another engine with a warranty was ordered and will be in soon. Budget funds are available to cover the cost. Rick Merrill will help with the repair. Dick is trying to determine the cause of the problem.
- Approval for the Doherty bridge work is needed and expected in the spring.
- The Hilldale bridge decks are expected to arrive the week of November 17 and will be installed upon delivery if the weather cooperates. A guardrail was made and will be installed.
- Dick met with NH DOT last week to discuss drainage options at the bottom of Old Coach Road. Dick reviewed the planned solution with the Selectmen including a new extra section of pipe. The town agreed to maintain the new extra pipe and a written agreement will be provided. The state will continue to maintain the catch basins.
- Engineer Earl Sandford created plans to straighten the Bedford Road curve at the Rumore property. These plans were reviewed. This project is in the preliminary stage. The abutters (Dubreils) will be notified.
- Employee Brian Nault passed his culvert maintenance certification training. He and Dick also completed AED training.
- The new Highway Department generator is in place. It is propane fired and has the ability to last 27 days with the propane tank capacity. It is very quiet and expected to work well for many years. It has the capability to run the complete Highway Department building.
- Dick requested permission to use a town pickup for transportation between town and his home from December 15-March 1 as he is in town quite often with snow removal duties during the winter months. The Selectmen agreed as he has demonstrated responsibility to the town and it will be more beneficial to the town if he has the ability to go right to an area that needs him instead of going to the Highway Department first to get a vehicle.
- The Highway Department is working to get plows on the vehicles.

**Item 5: James Brace-Chief of Police-Discussion Re: Radio Cell Tower Update, PD Forfeiture Funds, PD Emergency Response Fees and Outdoor Ice Rink:** Police Chief James Brace was present to meet with the Selectmen to discuss the following:

- Jim introduced Bill Bartlett from Two-Way Communications who has been helping install equipment at the Dodge Road communication site. The project has been going well but the two town sites are having trouble communicating. Bill reviewed the situation as follows: He said the Ridgeview Lane site is New Boston Police and Fire's primary transmitter site. The Dodge/Weare Road site is a remote site. A microwave link was primarily used for the past 5-10 years. Bill noticed a police link fail at the site approximately four years ago. Since then there were coverage issues and Bill found equipment was removed. He worked with the site owner and brought in equipment and is now trying to re-establish the microwave link. Photos of the Ridgeview site were reviewed as the problem is at this location. A photo of the Dodge site pole and equipment was reviewed. Options to fix this include removing trees that are blocking signals and/or install a higher tower that is aesthetically pleasing to neighbors that would provide communications for town safety. Photos of pole options were reviewed. Bill will prepare a proposal. He noted the current equipment shelter is not appropriate for the equipment and needs improvements. He noted the Highway and Fire Department equipment are too close to the Police equipment at the Ridgeview site and this could affect police communication capabilities in an event where a lot of radio communication is necessary. These can all be fixed. Engineering is needed to make sure all departments can communicate effectively. Bill recommends an exposed di-polar ray to make the site engineered, protected and isolated. This could cost \$40-50,000. The town could improve the shelter similar to what Bow did for its equipment. An 80-90' pole could be needed. Some trees that need to be removed might be on non-town-owned property. There is also the option of joining a pole at the Air Force Tracking Station that is managed by the Amherst/Souhegan Cooperative Network at approximately the same price. Site access would be an issue compared to the Ridgeview site. Jim noted he is not sure how long this problem has been going on, possible 12-18 months. Quotes for the Ridgeview and Cooperative options are expected to be available next week. Bill reviewed the sites and noted topography is good and the only area in town that is higher than Ridgeview is Joe English and there is no structure there. The Police Department is meeting with the Finance Committee November 13 to discuss funding options including a Warrant Article or using 2014 surplus funds.
- This year the Police Department had some arrests where forfeiture funds of approximately \$1,200 became available to the town. There are no restrictions on how to use this. Jim proposes purchase of a fifth set of long guns to have a set available for each cruiser. The Selectmen agreed.
- Emergency Response Fees resulted from arrests at a large party in July. There were 20 convictions and each was required to pay \$80 to the Town Clerk. This money was originally planned to help with the overtime budget but this budget is doing well and Jim requests this money be used to purchase a shield for the department. If this money is not spent it will be considered revenue for the town general fund. The prosecutor will be asked to start asking for these fees in drug and DWI cases as the town has had an increase in these incidents.
- Officers have brought up the idea of sponsoring an ice rink for the town as Police Departments in other towns do. They would partner with other town agencies on this

project. The Police Department would do most of the work for the project. Peter will contact the town insurance company for potential liability issues. Peter and Jim will continue to research the possibility of this project.

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

**Item 6: Adoption of Public Minutes of October 20, 2014:** The Selectmen reviewed the public and non-public minutes of October 20, 2014. Christine moved that the minutes be accepted as presented. Dwight seconded the motion. All were in favor. 3-0

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

**Item 7: Town Building Alarm Vendor Agreement-Discussion Re: Change of Vendor:** Peter reported the alarm service has been an issue for over a year. There have been problems with the dispatch service, customer service is not ideal and the inspection fees seem excessive. Other proposals were sought. Laura and Fire Chief Dan MacDonald worked on this RFP and received three bids. They submitted a written analysis of the RFP's and recommended that the town contract with One Source. They are not the lowest bidder but were chosen for the quality of service in dealing with this company as the New Boston Central School alarm vendor. Dwight moved to accept One Source for security system maintenance. Christine seconded the motion. All were in favor. 3-0

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

##### **Item 8: Town Administrator's Report:**

- Riverdale Road Bridge-DRED Issue: The project is ready to start the bid preparation process. A pre-bid meeting will be held in December. Bid packages are due mid-January. Easements need to be resolved.
- Discussion and Legal Process re: Sale of Town Property: The sale fell through and the second bidder is no longer interested. St. Jean is willing to do another auction. The Selectmen agreed to re-auction as soon as possible.
- Health Insurance Benefits: Notification was sent to Health Trust advising them of the change of health insurance vendor.
- Foot Traffic Safety Committee: The committee met last week and discussed options in case the grant is not awarded and decided engineering would be needed for any option. No update was received about the status of the grant application. They will meet again after the holidays.
- Parker Road Logging: Town Counsel is now involved.
- Boiler Replacement at the Wason Building: This project is complete and heating bills are expected to decrease. A dehumidifier will also be considered.
- Annual Finance Committee Reviews: The next meeting is November 5.
- Contact made with Jeff Leidinger: Recommended by Assessor George Hildum re: appraisal of Daniels lot behind the fire station and Grasso lot on Mont Vernon Road.
- Open Space Question by Ken Lombard: A legal opinion was received and Attorney Bill Drescher said the Open Space Committee cannot sell land as was discussed at the last Selectmen's meeting.

**Item 9: Selectmen's Reports:**

The Planning Board meeting did not take place as there was no quorum. A special meeting was scheduled November 4.

NH Municipal Association Attorney Cornell Johnson was consulted about the election schedule issue that came up at the September election. He said the quorum requested by the Attorney General pertains to state and federal elections not town elections but the constitutional amendment this issue pertains to is very vague. He recommended two Selectmen be present at the November 4 election at all times if possible.

**Public Forum:**

None.

**Item 10: Request for Non-Public per RSA 91-A:3, II(d)-Part 1. Personnel-Chief Brace:**

Christine made a motion to go into Non-Public session per RSA 91-A:3II(d) at 8:33 PM. Dwight seconded the motion. All were in favor. Poll vote taken: Mr. Towne-yes, Mr. Lovejoy-yes and Mrs. Quirk-yes. The Board then entered non-public session at 7:35 PM.

**Move to exit Part 1 of Non-Public Session:** Dwight made a motion to exit Non-Public Session at 7:50 PM. Christine seconded the motion. All were in favor. 3-0

**Dwight moved to re-enter Non Public Session, Part 2.** at 7:51PM seconded by Christine. Poll vote taken again: Dwight –yes, Rodney-yes and Christine-yes. Board proceed to go into PART 2 of the Non public sessions.

**Board moved to exit non-public Part 2 at 8:30 PM** Unanimous vote 3-0 upon motion and second by Christine and Dwight respectively.

Rodney Towne moved to seal Part 1 and Part 2 of the non-public minutes for five years, seconded by Dwight Lovejoy and Christine Quirk. Motion carried 3-0

**ADJOURNMENT:** Christine made a motion to adjourn the meeting at 8:31 PM with Dwight seconding the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*

Approved: November 17, 2014