

Adopted

Town of New Boston Selectmen's Meeting August 17, 2015

PRESENT: Joe Constance Selectman
Dwight Lovejoy Selectman
Christine Quirk Selectman
Peter Flynn Town Administrator

Selectmen's Secretary Laura Bernard, Fire Chief Dan MacDonald 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 Dwight Lovejoy at 6:00PM beginning with the Pledge of Allegiance.

Item 1: Request for Non-Public per RSA 91-A:3, II(d)-Tax Collector Ann Charbonneau: Request for Non-Public Per RSA 91-A:II, (d) Delinquent Tax Issues (Deeding)

Joe made a motion to go into Non-Public session per RSA 91-A:3II (d) at 6:00 PM. Christine seconded the motion. All were in favor. 3-0 The Board then entered non-public session after a poll of all members. Joe Constance-yes, Christine Quirk-yes and Dwight Lovejoy-yes.

Move to exit Non-Public Session: Joe made a motion to exit Non-Public Session at 6:17 PM. Christine seconded the motion. All were in favor. 3-0

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda. Christine seconded the motion. All were in favor. 3-0 The Consent Agenda included contract approvals for E. D. Swett Co. and Todd Land Use Consultants for Footbridge project engineering services.

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

None.

D. OLD BUSINESS:

Item 2: Adoption of Public and Non-Public Minutes of July 20, 2015 and August 7, 2015 (Special Meeting): The Selectmen reviewed the public and non-public minutes of July 20, 2015 and August 7, 2015. Joe moved that the minutes be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 3: Designation of Selectmen Representative to the CIP Committee: Christine will serve, Joe will serve as alternate. The CIP Committee is expected to begin meeting the first week of October. Dwight thanked them for serving.

Item 4: Request for Award for Town Hall Cellar Renovations: The basement renovations have been delayed due to the original funding being totally spent in 2011. The CIP Committee added money to the building fund in recent years and \$90,000 is currently available. Specifications for this project were prepared according to updated fire and safety laws and also with the assistance of Matt Beaulieu, a CIP member. No bids came in at the first and second bid requests, likely due to contractors being very busy. The bid spec was since modified. George St. John has been working on the specs with Peter and Peter recommends George be hired as the contractor with subcontractors helping with the work and this project is hoped to be completed this year. \$30,000 is expected to be left in the account to complete the items that will be postponed including a cement floor for the entire basement and insulation around the stone wall. This project is expected to improve the heating efficiency in the building. Dwight is concerned the process of prolonging the project will be too costly. He also recommended alternatives to drain water before it gets into the cellar be considered to prevent flooding in the basement. Testing of material around the Town Hall foundation to investigate alternatives to drain water before it gets into the cellar will be added to the project. Fire Chief Dan MacDonald was present and noted water drains from Meetinghouse Hill Road. The Selectmen will discuss any road changes that could improve this and prevent flooding in the Town Hall basement with the Road Agent. Protecting the boilers is a priority. Selectmen's Secretary Laura Bernard was present and said there could be a hole in the old foundation and Dan said if so that could be an easy fix. Brandy Mitroff was present and asked who controls the money for the project. The Town Administrator is the project manager and communicates with the contractor throughout the project. Peter will expect a daily report on the project progress. Joe moved to authorize the Town Administrator to engage the services of STJ Construction to manage and complete the Town Hall basement construction project as specified in his proposal and include testing of the perimeter where water has affected it in the past for the estimated cost of \$59,950 plus \$6,000 as a contingency totaling \$65,950. Christine seconded the motion. All were in favor. 3-0

F. OTHER BUSINESS:

Item 5: Discussion Re: Request/Suggestion from Laura Bernard Re: Town Common Flagpole: Selectmen's Executive Assistant Laura Bernard was present and noted the Town Common has three flagpoles, two for American flags and one for the state flag. The Selectmen's office and the Fire Department have been responsible for raising and lowering the flags as needed. One pole is too close to trees and the American flag gets tangled in branches and torn if half-staff is needed. The Road Agent has offered to remove that flagpole, store it at the Highway Department until it is needed in the future, possibly at the new Fire Station. Alternatively the tree could be removed but it is pruned regularly and needed for shade. Joe moved to take down the flagpole and store it until it can be relocated. Christine seconded the motion. All were in favor. 3-0

Item 6: Award of Bid for Town's Fuel Oil for Upcoming Season: Peter reported five bids were received. The town has been using Putnam for fuel oil for many years. Their bid this year is \$2.179 per gallon and they are considered a more local company. Rymes bid was \$2.139 and they are considered an out of town company. The town is expected to need 9,000 gallons. The town will spend \$700 more with Putnam but a few years ago the town used them and it cost \$800 more than a competitive bidder. If the town gives fuel assistance to families in town it is given at the town contract rate. Fire Chief Dan MacDonald noted the Fire Department ran out of oil twice last year. Automatic delivery will be scheduled for the Fire Department. Peter will confirm the price with Putnam to make sure it hasn't decreased since the bid and then contract with Putnam. Joe moved to contract with Putnam Fuel for fuel oil this year. Christine seconded the motion. All were in favor. 3-0

Item 7: Town Administrator's Report:

- Foot Traffic Safety Committee: The Selectmen approved E. D. Swett Co. at \$15,000 and Todd Land Use Consultants at \$8-10,000 for preliminary Footbridge project design and engineering services.
- Town Hall Basement: As above.
- Peter to investigate the most practical method of code enforcement re: Winslow's property on River Road: Peter to make appointment with Bart Mayer to work on Junk Yard ordinance.
- Stair chair: Preliminary work to be will begin Friday prior to the construction phase.
- Purchase of Trailer for Election Booths: Trailer is purchased and now at the Highway Department property. Peter notified the Parkers of the town's intent not to rent their shed on Mill Street after October 1.
- Riverdale Road Bridge: This project has been going very well and is almost completed except for the installation of the guardrails. A ribbon cutting ceremony will be planned in the near future.
- School Generator Issue: Peter continues to research this. Joe asked for specifics of the current school generator and the school rainy day fund balance.
- Employee Recognition: This may be rescheduled.
- Solid Waste Contract: Joe visited the Naughton facility with Transfer Station Manager Gerry Cornett and noted it was a good experience. The contract language is not yet finalized.
- Town Administrator to prepare CIP requests on behalf of the Selectmen's office: Peter will be submitting the continued funding for the revaluation needs. He received a consensus to proceed with the request on the Board's behalf.
- New Boston Internet Service Proposal: Peter requested input as to whether the Selectmen would have any further interest in pursuing more information regarding the Internet proposal brought forth about a month ago. The Board unanimously gave consensus not to pursue. Peter will prepare a letter to the company on the Selectmen's behalf.

Item 8: Selectmen's Reports:

The Planning Board revised the goals and objectives for the Master Plan and will now work on the text. Dwight attended a sitewalk at a property on Tucker Mill Road that falls under the steep slope ordinance.

Joe received a concern from a resident on Bedford Road about vehicles speeding and passing other vehicles. The Selectmen noted this is also occurring on McCurdy Road and Route 114.

Public Forum:

Brandy Mitroff asked about a discussion of not continuing with Southern New Hampshire Planning Commission in the recent Planning Board minutes. The Planning Board would have to recommend that to the Selectmen and then the Selectmen would have to support that recommendation as the Planning Board uses them but the Selectmen contract with them.

Item 9: Possible Request for Non-Public per RSA 91-A:3, II(a)(c)(e): None.

ADJOURNMENT: Joe made a motion to adjourn the meeting at 6:58 PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

Adopted at Selectmen's meeting of Sept. 8, 2015