

# Approved

## Town of New Boston Selectmen's Meeting December 21, 2015

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

Kim DiPietro, Willard Dodge, Tom Miller, Road Agent Dick Perusse, Police Chief James Brace, Transfer Station Manager Gerry Cornett, Rodney Towne, Brandy Mitroff and Planning Board members Peter Hogan, Mark Suennen and David Litwinovich 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.

**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

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

None.

### **C. APPOINTMENTS:**

**Item 1: Gerry Cornett: Request Authorization to Purchase Baler Equipment:** Transfer Station Manager Gerry Cornett was present to meet with the Selectmen to discuss updates at the Transfer Station:

- Request to replace the 1991 baler: This piece of equipment has served the town well and is used five days per week. It is time to replace it. This went out to bid. Recycle Mechanical's bid was substantially cheaper than the others at \$12,500 with a one year warranty. Gerry has worked with them before and found them to be satisfactory. The Transfer Station is expected to have \$35,000 surplus this year and this can be used for this type of purpose. Joe asked if a Warrant Article is needed to make this purchase and Peter said there is no Warrant Article guideline for this price threshold and noted the CIP guidelines are for items costing \$10,000 or more. Gerry purchased a pump for the new equipment that will be installed and included in the warranty. This item was not included in next year's budget. The Selectmen agreed to the purchase.
- Gerry had a hard time finding a part time employee for the Transfer Station but is now ready to bring a candidate forward. Joe moved to hire Don Bouchard as a part time employee at the Transfer Station as recommended. Christine seconded the motion. All were in favor. 3-0

- The Transfer Station budget is expected to have \$20-22,000 when this year is complete. Gerry noted residents have used the Transfer Station a lot this year and it is a record year for demolition.

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

**Item 2: Review the Warrant Including Operating Budget to be Sent to the Finance Committee for January 9<sup>th</sup> Final Finance Committee/Selectmen Review and Voting:** Peter reported the Finance Committee completed the town budget review two weeks ago and completed the school budget review last week. The process went very well. Projected expenses did not increase as they did in past years. The increase is anticipated at 1.76% so far this year but this estimate may change slightly by the time the process is complete. The Operating Budget is the first Warrant Article after election of officers and Planning Board articles, currently noted as Article 15. Article 24 about police details is pending, all other Articles are ready. Most of the Articles are CIP Articles and all approved by CIP. One more Article may come from the Fire Department for approximately \$70,000 which is 50% of the antenna and building project that is needed to serve the Police, Fire and Highway Departments. Finance Committee member Brandy Mitroff reported the town budget increased 3% last year, this year the school budget is also projected to increase in line with the town increase at 1.5% plus the proposed teacher contract bringing the total school increase to approximately 2%.

**Item 3: Adoption of Public and Non-Public Minutes of December 7, 2015:** The Selectmen reviewed the public and non-public minutes of December 7, 2015. Joe moved that both be accepted as presented. Christine seconded the motion. All were in favor. 3-0

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

**Item 4: Acceptance of Resignation-Planning Coordinator:** Joe moved to accept the resignation of Planning Coordinator Nic Strong with thanks for her 18 years of service. Christine seconded the motion. All were in favor. 3-0

**Item 5: Presentation and Request Re: Proposal to Reorganize the Planning Department-Peter:** Peter reported that after he received Planning Coordinator Nic Strong's resignation he had to plan for this position as it could affect the upcoming budget. He prepared a Memorandum regarding reorganizing the planning office. The proposal was explained. Peter spoke to Shannon Silver about this and she thought it was a good idea. This could affect the upcoming budget with a \$40,000 decrease as shown in the information provided tonight, Peter also spoke to Planning Board Chairman Peter Hogan who also thought the plan could work very well. Peter Hogan and Planning Board members Mark Suennen and David Litwinovich were present tonight. Peter Hogan noted that he approves of the plan as long as the contracted Planner works well with Planning Assistant Shannon Silver. Mark had concerns about the contracted Planner's hours and would like the option to increase or decrease these as needed. It was also discussed that the Planner's time could be billed to the applicant, another benefit to the town. David also agrees with Peter and Mark. Willard Dodge of Tucker Mill Road was present and was concerned the type of person needed would not be found but Peter said this type of person is available. Mark asked how the Planner would be solicited and Peter said he will advertise the opening on the Municipal Association website and in the Goffstown News. Joe asked about

benefits and the town could realize approximately \$8,000 savings in benefits as a result of this proposal. Joe moved to authorize the Town Administrator to proceed per the guidelines of the Memorandum issued December 16, 2015 discussed tonight. Christine seconded the motion. All were in favor. 3-0

**Item 6: Year to Date Expenditures and Revenues-Report by Peter Flynn:** Peter reported the budget is doing very well other than the legal budget that is overexpended as over \$10,000 in bills came in last week and one more bill anticipated. The bottom line will be ok with a surplus of approximately \$50,000. A total of about \$36,000 was cut at the last minute from the budget last year so departments have been running tight.

## **F. OTHER BUSINESS:**

### **Item 7: Town Administrators Report:**

- The Foot Traffic Safety Committee met this week with the engineer from E.D. Swett to review the preliminary engineering bill of \$4,500 for the design work.
- Town Hall Basement: This project is nearing completion. The stairs will be usable soon. The windows are ordered. Energy savings are expected as a result of this project. Dwight noted the electrician is doing very well on this project.
- Budget as above. The Selectmen and Finance Committee will reconvene January 9 at 9:00 AM to vote and submit the budget for the school and town to submit to the Public Hearings and Deliberative Sessions.

### **Item 8: Selectmen's Reports:**

- Joe reported the Fire Station design committee met Friday to review photos of new local fire stations. A couple meetings are scheduled in January to review alternatives.
- Dwight attended the Planning Board meeting where issues with Twin Bridge were discussed and these are expected to be remedied.
- Planning Board Chairman Peter Hogan reported design changes on a section of Wright Drive was changed by the developer and the curbing chosen is known to be torn off by plows. The Road Agent and Town Engineer approved it. The Planning Board does not approve and expects this to incur future expenses to the town. This will be discussed at the Planning Board meeting tomorrow night.

**Item 9: Discussion Re: Taser Purchase-James Brace:** Police Chief James Brace was present to meet with the Selectmen to discuss updates at the Police Department as follows:

- The Department is involved in trying to give the officers a better place for weapons training. The project has begun at the range and more improvements are planned. This project was spearheaded by Lieutenant Masella this year and the Department appreciates the Selectmen's support.
- Jim proposes a Taser purchase from this year's surplus funds. The Police Department is expected to have a \$6,000-11,000 surplus this year. Jim proposes using this fund balance along with other town fund balances to purchase Tasers. Jim researched this and found the Tasers the Department currently uses were put into service November 2008. They are expected to last five years, have outlived their service and are no longer repaired or replaced. Jim proposed purchasing new Tasers for the Police Department with a five year replacement schedule. 10 Tasers including insurance are planned for purchase at

\$11,765, one for each officer to decrease wear and tear and Jim considers it the same as the firearm issued to each officer. This will be \$1,905.50 each year. \$5,000 was included in next year's budget so purchasing them now would decrease next year's budget. Battery replacement is included in the budget in the equipment line. The Department is currently forced to rotate five Tasers between all officers as three Tasers have died. They are spark tested at the beginning of each shift. Willard said each officer should have their own. Brandy asked how much the batteries cost. This can be researched but are estimated at approximately \$150 each as they are specialized batteries. The Selectmen agreed to the proposal that the amount purchased would be based on the amount of surplus in the Police Department budget. Two proposals were submitted, a proposal for 10 or 5 Tasers. The Selectmen prefer to purchase 10 Tasers if possible.

- One week ago the Police Department offered to help the community with food baskets as they have done each year with the Community Church. This year they wanted to help a family in need. They raised \$1,150 which will help four families along with four food baskets. The Selectmen commended the Police Department for this.

**Public Forum:**

None.

**Item 10: Request for Non-Public Per RSA 91-A:II, (a) and (c):** None.

**ADJOURNMENT:** Joe made a motion to adjourn the meeting at 6:57 PM. Christine seconded the motion. All were in favor. 3-0

*Prepared by Maralyn Segien*