

Adopted

Town of New Boston Selectmen's Meeting November 20, 2017

PRESENT: Joe Constance Selectman
Rodney Towne Selectman
Christine Quirk Selectman
Peter Flynn Town Administrator Absent due to illness

School Board Chairman Wendy Lambert, Road Agent Dick Perusse, Karen Scott, David Litwinovich and Kaleb Jacob of the public were present for all or part of the meeting.

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. Joe moved to approve the consent agenda including reappointment of Rebecca Balke to the Conservation Commission. Christine seconded the motion. All were in favor. 3-0

C.I.P. Recommendations: The Planning Board reviewed the CIP Schedule with a Public Hearing open for comments. There were no comments except questions from the Planning Board to the CIP Committee Chairman and then the Planning Board approved it unanimously. Joe moved to confirm the Selectmen are in receipt of and approve the CIP recommendations. Christine seconded the motion. 3-0

B. PUBLIC FORUM:

Kaleb Jacob of Fraser Drive was present and asked about the Town Administrator's absence. The Selectmen noted the Town Administrator is out on medical leave after surgery for cardiac issues and hopes to be back to work in three or four weeks. The Town Administrator is participating from home for now as an important part of the town government team. Joe is working in the Town Administrator's office and all Selectmen are in and out of the office daily.

C. APPOINTMENTS:

Item 1: Dick Perusse-Updates-Doherty Lane Bridge and 235 McCollum Road Right of Way Infringement: Road Agent Dick Perusse was present to meet with the Selectmen and update them on Highway Department activities as follows:

- Doherty Lane: Earl Sandford told Dick he will have an RFP ready by next week. They will meet Monday morning to review the RFP. Gravel on the concrete deck and precast arches have to come off and the water needs to be redirected to do the work. The abutments are eroded. The culvert will be lengthened and the bridge opened through this project and the Tucker Mill Road Bridge will be improved. The Doherty Lane bridge

was replaced with a box culvert in 2008, the footings were improperly installed, there was undermining and the bridge was subsequently closed.

- Dick spoke to the involved party at 235 McCollum Road. The issue will be remedied so the Highway Department can grade the road normally.
- Paving was done around town today including the bottom of Old Coach Road and the driveway apron at 588 Bedford Road.
- The Department is preparing for winter months and had to treat roads after an ice event last week.
- Kaleb Jacob and Karen Scott noted potholes around town including at 684 Bedford Road, Clark Hill Road and Gregg Mill Road. Dick asked that if anyone notices potholes, please call the Highway Department and leave him a message.

D. OLD BUSINESS:

Item 2: Adoption of Public and Non-Public Minutes of November 6, 2017: The Selectmen reviewed the Public minutes of November 6, 2017. Joe moved the Public minutes of November 6, 2017 be accepted as presented. Christine seconded the motion. All were in favor 3-0. The Non-Public minutes of November 6, 2017 were not reviewed.

Item 3: Mapping Vendor-Discussion and References: Four references were received from four towns using the substantive option from Avitar and all were very positive. Joe discussed the costs of the annual update at the November 16 Finance Committee meeting saying it could cost \$1,410 for a map similar to what the town has now, or \$7,010 for a digitized map with GIS capabilities. On November 6 Peter recommended to Rodney that option 1 be selected for 2018 and option be considered for 2019. Tonight the Selectmen decided to include option 2 in the 2018 budget pending full discussion. The current town mapping is not well done and option 2 is hoped to help correct the many tax map lot line errors over time.

Item 4: Groundskeeping Equipment Update: Purchase of a new mower was discussed at the November 6 Selectmen's meeting where the Recreation Commission proposed financing half and the Selectmen would finance half at approximately \$5,025 each. Rodney discussed and researched this with the Town Administrator and they determined funds are available under the groundskeeping budget as there were savings this year in many areas of that budget. Rodney and the Town Administrator recommend using the Groundskeeping budget for this purchase. Joe moved to approve the mower purchase at a discount in 2017 with groundskeeping funds. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 5: Request For Board Approval To Adjust Employee Contribution For Health Insurance Costs: The supporting documentation was not included in the packet for tonight's meeting. It was reviewed at the November 16 Finance Committee meeting. The Selectmen will review it at their next meeting.

F. OTHER BUSINESS:

Item 6: Town Administrators Report:

- Update on Expenditures and Revenues: The budget is where it should be.
- A couple legal issues will be discussed in non-public.
- Annual Holiday Town Employee Party Date Approval: The Selectmen approved the Annual Holiday Town Employee Party date.
- Joe reviewed correspondence and welfare requests during the week on Peter's behalf.
- Joe held a Department Manager meeting Friday where they discussed Finance Committee status and the upcoming final budget review by the Selectmen. Last year the Selectmen made cuts and this may happen again this year.

Item 7: Selectmen's Reports:

- Towing Rate Adjustment: Deferred to the next meeting due to late submission.
- The next Finance Committee meeting is November 30. Upcoming Finance Committee meeting and Selectmen's Public Budget Hearing dates were reviewed.
- Joe reported the Planning Board met and reviewed the CIP Schedule with a Public Hearing and the Planning Board approved the Schedule. The Planning Board will review the Master Plan Future Land Use Chapter at its next meeting. Kaleb Jacob noted he did not find the Public Hearing published online. The Selectmen noted the CIP Committee convenes annually for Wednesday meetings and then brings the CIP Schedule to the Planning Board which meets on Tuesday nights. The Selectmen agreed the meeting should be posted on the website and Facebook. Kaleb requested a copy of the CIP Schedule and it was immediately provided to him.

G. PUBLIC FORUM:

School Board Chairman Wendy Lambert was present and noted there was an incident in Goffstown yesterday afternoon involving Goffstown High School students. In response, the Goffstown School District held an early morning meeting which Wendy and New Boston Fire Chief Dan MacDonald attended. On behalf of the New Boston School District, Wendy thanked Dan for attending. The Selectmen thanked Wendy for attending.

Item 8: Request for Non-Public per RSA 91-A: 3, II (a) (b) and (c)-Personnel-Dick

Perusse: Joe made a motion to go into Non-Public session per RSA 91-A: II (a) (b) and (c) Personnel at 6:30 PM. Christine seconded the motion. All were in favor. 3-0-Poll Vote: Rodney-yes, Joe-yes, Christine-yes. The Board then entered non-public session.

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

ADJOURNMENT: Christine made a motion to adjourn the meeting at 7:15PM. Joe seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

Next Scheduled Meeting: Town Hall Conference Room on December 4, 2017 (6:00 PM)