

Approved

**Town of New Boston
Selectmen's Meeting
May 1, 2017**

PRESENT: Joe Constance Selectman
Rodney Towne Selectman
Christine Quirk Selectman
Peter Flynn Town Administrator

Fire Inspector Eric Dubowik, Kaleb Jacob, Karen Scott, Library Director Sarah Chapman, Library Trustees Bill Gould, Richard and Deborah Jardine and Richard Backus, Nick, Amy and Tyler Sanders 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 6:00 PM beginning with the Pledge of Allegiance.

Consent Agenda-The Selectmen signed the consent agenda. Joe moved to approve the consent agenda including reappointment of Ann Charbonneau as Tax Collector. Christine seconded the motion. All were in favor. 3-0

B. PUBLIC FORUM:

None.

C. APPOINTMENTS:

Item 1: Nicholas Sanders-Applicant For Finance Committee-Introduction And Appointment Request: Nick Sanders was present and said he is interested in volunteering for the Finance Committee. He has been Joe's neighbor since moving to New Boston in 2002 and considered this as a good opportunity to learn town politics, volunteer and contribute to the town. The Selectmen introduced Finance Committee Chairman Bill Gould who is also present tonight. Joe moved to approve the appointment of Nicholas Sanders as an alternate to the Finance Committee for three years. Rodney seconded the motion. All were in favor. 3-0

Item 2: Sarah Chapman-Whipple Free Library-Update on Library Activities: Library Director Sarah Chapman was present with the Library Trustees to update the Selectmen on Library Activities as follows:

- The library recently became concerned about proposed federal budget cuts to the Institute of Library Services. This is not expected to happen right away but 50% of federal funding could be cut. The library asked residents to contact senators but NH senators are supportive of library services.
- The library had two staffing changes in the past year. The Assistant Director was changed to Adult Services Director with a revised job description. The new hire has been great for the library and created several successful new programs. Another new

employee began as a volunteer to see if he would like this type of work and is now going to college for Library Services.

- The Library upgraded its computers in the past year with Foundation money, at no cost to taxpayers. The Trustees are concentrating on technology at the library.
- The Libraries Transform program began in April. The Whipple Free Library realized through this program it has transformed a lot.
- The Trustees support continuing education for library staff. Sarah and Children's Librarian Barbara Ballou will attend a conference next week where Barbara will also present on her successful teen programs.
- The Trustees are attending a Trustee Conference this month.
- An employee is getting training on how to use a 3D printer that the library will have on loan soon.
- Barbara taking docent training for Stream Safari through UNH Cooperative Extension.
- The annual Friends of the Library Auction was very successful and a lot of fun. The proceeds from the auction cover all the museum passes the library offers and a lot of videos.
- The annual book sale is coming up.
- The library is always thinking of new and interesting programs.
- Trustee Bill Gould said the Trustees are working with the Energy Committee, considering proposals to use solar at the library. They are considering erecting panels in the field but there would still be room for Boy Scout camping and parking. Municipalities do not get tax credits through this program; investors get tax credits for six years from installation on municipal land. After six years the library would have the option to buy the panels for \$30,000. They think that can be done with Foundation funds and other savings. After the library buys the panels, the electricity the panels generate would be free. The trustees are hoping that is all the electricity the library would need and this would save \$4,000 per year the library currently pays for electricity. The equipment is expected to be good for forty years. They are also considering installing heat pumps at \$65,000 to heat with solar instead of using the propane furnace, saving \$4,000 per year in heating costs. The panels could also be available to the Fire Station if it is built in that location and other town agencies. The Trustees will consider these options further and bring any progress to the Selectmen. The Selectmen urged caution in this decision.

Item 3: Public Hearing Second Reading-Eric Dubowik-Fire Inspector-Request for

Implementation of Tent Inspection Permit Fee: Fire Inspector Eric Dubowik was present to meet with the Selectmen to discuss implementation of a tent inspection permit fee. This is a second read. Rodney opened the Public Hearing at 6:22 PM. Eric noted the NH Fire Marshall made a small change today requiring inspection of any tent 400 sq. feet or larger and this was incorporated into the New Boston policy. Rodney asked about the issue discussed at the April 17 meeting of waiving the tent inspection fee for town non-profit groups. The Selectmen decided the Fire Inspector would be responsible for determining if the fee would be waived but would still inspect in these situations. Peter will add a clause to this effect consistent with this clause in other town policies. Rodney closed the Public Hearing at 6:25 PM. Joe moved to accept the Tent Inspection Fee policy with the changes discussed and waive the Third Reading. Christine seconded the motion. All were in favor. 3-0

D. OLD BUSINESS:

Item 4: Adoption of Public and Non-Public Minutes of April 17, 2017: The Selectmen reviewed the Public Minutes of April 17, 2017. Joe moved the Public minutes of April 17, 2017 be accepted as amended. Christine seconded the motion. All were in favor. 3-0 The Selectmen reviewed the Non-Public Minutes of April 17, 2017. Joe moved the Non-Public minutes of April 17, 2017 be accepted as presented. Christine seconded the motion. All were in favor. 3-0

E. NEW BUSINESS:

Item 5: Fund Balance Policy First Reading: Peter reported the auditors make recommendations every year. This recommendation has come up several times but the town did not have staff qualified to implement all the recommendations until this year. This is the first reading of the General Practice: Administration of the Unreserved Fund Balance of New Boston's General Fund. The Selectmen reviewed the policy and discussed the current fund balance. The Selectmen noted that the town is in litigation with utility companies regarding assessment of utility poles. If the town loses it will owe approximately \$500,000 to the utility companies and this would most likely be paid from the fund balance, depleting it by approximately half. Joe moved the General Practice: Administration of the Unreserved Fund Balance of New Boston's General Fund to a second reading. Christine seconded the motion. All were in favor. 3-0

Item 6: Re-Adoption of the Town of New Boston Welfare Guidelines-RSA 165, Chapter 2: Peter reported these guidelines need to be reviewed and adopted on a regular basis. Peter is the town Welfare Director and reviews them every five years. This occurred recently and he learned that many surrounding towns have the same document. Therefore he recommends the New Boston Welfare Guidelines and Payment Assistance Plan remain unchanged. Joe moved to readopt and reaffirm the New Boston Welfare Guidelines and Payment Assistance Plan as submitted. Christine seconded the motion. All were in favor. 3-0 The Selectmen commended Peter for the way he administers this program for the town and people while remaining within budget.

F. OTHER BUSINESS:

Item 7: Town Administrators Report:

- Tree Cut On Town Common: Peter is making arrangements to have the tree cut and will discuss the plan at the next Selectmen's meeting. The Friendly Beaver Campground donated its bucket truck to get the Christmas lights off the tree.
- Town Common Cleanup and Manicuring: The Common is a mess with stone dust and damage possibly due to the weekly summer Farmers Market. The Selectmen recommend the vendors move the location where they set up each week and this will be monitored more closely this year. The monument will be cleaned this year, delayed from last year due to budget constraints.
- Audit Suggestions-Fund Balance Policy and Others: As above.
- Peter learned at a Municipal Association meeting last week that the House Finance Committee is recommending adding money to infrastructure issues, road and bridges in

the proposed state budget.

- Review of Budget Expenditures YTD and Revenues (4 months): Peter reported the first quarter has gone by; the town is in great shape maintaining appropriate spending levels. Revenues are doing very well. Fifteen building permits were issued so far this year for new housing.
- Formation of Records Committee: Peter met with Deputy Town Clerk Cathy Strausbaugh last week and will meet again to discuss makeup of the Record Retention Committee.
- One side painting At Town Hall: Peter is preparing the bid package for this summer project.

Item 8: Selectmen's Reports:

Joe reported the Forestry Committee will begin staking out the O'Rourke lot as it has other lots.

Joe reported the Planning Board began working very vigorously again on the Master Plan and plans to review the Transportation Chapter. The Board held three subdivision hearings. Rodney asked if the road involved in the Bob Todd subdivision is a Class 6 road. If so, it cannot be approved. Peter will check with the Road Agent. A sitewalk is scheduled for Saturday.

G. PUBLIC FORUM:

None.

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

ADJOURNMENT: Joe made a motion to adjourn the meeting at 6:50 PM. Christine seconded the motion. All were in favor. 3-0

Prepared by Maralyn Segien

**Next Scheduled Meeting: Town Hall Conference Room on May 15, 2017 (6:00 PM)
7 Meetinghouse Hill Road- New Boston, NH 03070
Phone: (603) 487-5504-www.newboston.gov
Handicap Access available**