

**MINUTES OF THE SELECT BOARD
TUESDAY, SEPTEMBER 8, 2015 – 10:00 AM**

Present: Chair, Lorn Buxton, David McGuckin, Selectman, William Stewart, Selectman, and Bette Jane Riordan, Secretary.

Also present: Tom Smith, Treasurer, Dr. James Zuckerman, Health Officer, Jim Cerny, Mundy Tarbell, and Pam Cullen, Assistant to the Select Board.

Chair Buxton convened the meeting at 10:00 AM.

1. Approve Select Board minutes of August 17, 2015.

The Select Board approved the minutes of their August 17, 2015 meeting as amended.

2. Public Q&A.

Tom Smith, Town Treasurer, addressed the Board about the current absence of the Town's Accountant due to illness, and the lack of an immediate replacement. In light of this situation, Tom reported that he had spoken with resident Ken McDonald, who would be willing to create a policy and procedures guide for the Town's municipal accounting practices, including human resources, so that when an unexpected vacancy occurs, the functions of town government continue with minimal disruption.

Mr. McDonald assisted the Town with the implementation of a POS accounting system for the Great Island Common. Chair Buxton has spoken with Mr. McDonald about the possibility of the project. The Select Board agreed to further discuss the services of Mr. McDonald. Chair Buxton acknowledged the need to begin a search for a new accountant, as Ms. Knowles has made known her targeted retirement date of March 2017 but probably earlier.

3. Items.

a. DPW – V&E trust withdrawal.

Chair Buxton reported that at the last Select Board meeting (August 17th), the Board agreed to proceed with the scheduled purchase of a new truck for the Dept. of Public Works.. He explained that the CIP plan had budgeted for this item and asked that the Board approve the withdrawal of funds from the V& E fund to cover the cost. Selectman McGuckin made a Motion to approve the expenditure \$49,500 from the V&E Fund for the purchase of the truck for the Dept. of Public Works. Selectman Stewart seconded and the Motion carried.

3.b. NH DOT – listing of construction projects.

Chair Buxton reported that the Town has received a list of NH DOT proposed construction projects planned between 2017-2026, along with dates for public meetings regarding these projects. He stated that the first meeting date of interest to the Town is September 29, 2015 at Hampton NH. He asked that details be posted on the Town's website.

Selectman McGuckin reported that on September 25, 2015, 10:00 AM, he will be meeting with a representative of NH DOT, along with State Rep. Dave Borden and Police Chief Don White to discuss and tour areas of the Town in light of the planned re-paving of Rte. 1-B sometime during 2016. Before the repaving, there are issues to be resolved, such as

increasing the width of the shoulders alongside Rte. 1-B to assure safety for the pedestrians, bicyclists as well as the drivers. He reported that shoulder width is inconsistent ranging from 6" to 1 ½' along Rte. 1-B. Currently the travel lane width varies from 10' to 11'. Possible crosswalks being considered as necessary by the Town include 2 by the Wentworth Hotel (one by the overflow parking lot, and the other by the Post Office); and possibly two in the Village area (one by Town Hall over to Henrys Market and possibly one by Post Office). They will also be discussing seasonal speed reductions. Selectman McGuckin also reported they will be discussing the potential use of the traffic "dummies" currently used in the vicinity of the school to slow speed to be placed in other areas throughout the Town. Selectman McGuckin will report back to the Board on the results of the meeting with NH DOT.

3.c. Kennedy Deed.

Selectman Stewart presented the quitclaim deed regarding the agreement reached between the Town and abutters to the Town Right of Way on Ritson Street. The Town's right of way will be preserved in perpetuity. Selectman Stewart made a Motion for the select Board to sign the deed as presented, which will be recorded in the Rockingham County Registry of Deeds.

3.d. Asbestos removal for Town Hall.

Chair Buxton reported that the Town Hall Renovation Committee received approval to remove insulation in the upper level of Town Hall. The Select Board approved Dec-Tam as the service provider and they have selected September 28-October 2, 2015 to remove the asbestos and vermiculite. They will use a dumpster with an enclosed shoot to vacuum out the debris. They will be using protective clothing during the procedure. The question before the Board is whether or not the public and town employees should be present during this timeframe. Dr. Zuckerman, Town Health Officer expressed his concerns over public exposure to the toxins which have been known to cause serious pulmonary problems. After discussion the Board agreed to keep the Town office open on Monday the 28th as only the set up will be taking place. Town Office is normally closed on Tuesday. Office hours for Wednesday, Thursday and Friday will be reconsidered as the Town will need a certificate from Dec-Tam after their work is completed that the building is safe for public and employees. Town Clerk functions for DMV registrations which occur on Monday, Wednesday and Thursdays may be able to continue with the cooperation of Portsmouth or Rye Town Clerks' offices. Updated information and options for New Castle citizens will be posted on the Town's website and other places as soon as a final decision is made. It was the general consensus that after regular hours on Monday, September 28th for both Town Clerk and Select Board office, that Town offices should be closed for safety reasons from Tuesday the 29th through Friday October 2, 2015. Selectman McGuckin noted that the Town will be noticing all neighbors and abutters about the impending project.

Pam Cullen, Assistant to the Select Board stated her concerns over preserving the tins and other items which are currently on the third floor and need to be moved to the second floor before the asbestos removal project begins. Selectman McGuckin stated he would ask assistance from DPW to move the items to a safe location.

4. Other Old Business – None.

5. Other New Business

a. Letter re: traffic.

Chair Buxton reported that the Select Board has received a letter regarding traffic safety concerns in New Castle. Dr. Zuckerman asked for a brief discussion of the letter. Selectman McGuckin stated he had not seen the letter which was submitted the previous Friday after the Agenda was done and published. He stated he would like to put this on the next meeting's agenda in order to fully vet the issue. Chair Buxton agreed and asked to place this on the September 21st agenda as a formal item for discussion.

6. Committee Reports.

Selectman Stewart presented his monthly report on Fire Department activities. See full report below.

Chief Don White presented the results of a five-day traffic/speed study showing the average speed through town to be at 23.3 miles per hour. This study will be a part of the September 21, 2015 Select Board meeting.

Chair Buxton reported on the recent HDC meeting. Two applications were approved for installation of a railing on a deck, and installation of a fence on another property. With respect to the application of the property owners at 25 Piscataqua Street, Chair Buxton reported that the HDC approved a scaled-down and modified version of their original plans and had come a long way in an effort to meet the HDC requirements. He discussed the differing legal opinions offered as to the scope of authority over "improvements" such as landscaping, of both the the Planning Board and the HDC, and reported that the conclusion of the HDC was that these improvements can be considered only if they affect the historic character of the property.

Resident Mundy Tarbell questioned the Board about the responsibility of the State DOT to maintain tree trimmings and expressed concern that there were safety issues with tree overhangs and dead tree limbs posing a safety hazard. Selectman McGuckin clarified how the State is in fact responsible, however when safety is a concern the town's Public Works has responded to cut down limbs in order to assure safety, particularly in the area of the school. He will make sure the State DOT is made aware of the concerns.

There being no further business, Selectman McGuckin made a Motion to Adjourn, which was seconded by Selectman Stewart.

Meeting Adjourned at 11:25 AM.

New Castle Fire Department Monthly Report – August 2015

1. Calls for service in August: 27 Calls for service, year to date: 134
2. Types of calls in August: 14 Medical Aid calls, 4 Fire Alarms, 1 Bicycle Accident, 2 Mutual Aid to USCG, 2 Mutual Aid to Rye, 1 EMS standby per request of NCPD, 1 unpermitted burn on Leach's Island, 1 Motor Vehicle Accident, 1 Mud Rescue
3. Average response time: 6.12 minutes.
4. Average # personnel per incident in August: 4.04 and 3.49 YTD.
5. Apparatus responding to incidents:
 - Rescue 7 responded to 19 incidents in August and 78 YTD.
 - Forestry 1 responded to 10 incidents in August and 30 YTD.
 - Engine 1 responded to 0 incidents in August and 3 YTD.
 - Engine 4 responded to 3 incidents in August and 23 YTD.
 - Hose 1 responded to 0 incidents in August and 1 YTD.
 - Marine 2 responded to 0 incidents in August and 2 YTD.
6. Training in August: 225 Man Hours. Year to date: 1083 Man Hours.
 - Hosted a 3 day Public Safety Rescue Swimmer Course.
 - William Riffert enrolled in the Fire Fighter 1 program in Raymond.
 - Zara Qureshi enrolled in the EMT course at McGregor Institute in Durham.
 - 2 EMT-I's attended a class on Drowning and Near Drowning at Portsmouth Regional Hospital.
7. Public Outreach Activities in August: None
8. Mutual Aid Given in August:
 - U.S. Coast Guard, 1 Medical Response and one EMS standby during a training evolution.
 - Rye, 2 Medical Aid calls.
9. Budget remaining on 8/6/15:
 - Fire Department, \$331,550.93
 - Emergency Management, \$7,517.00, 100%
10. Staffing:
 - 2 Career members and 29 Volunteer members.
11. Equipment: A Lucas Chest Compression Device was purchased and placed into service on Rescue 7.
12. Other Activities: The Annual Department Picnic was held on 8/8/15.
13. Areas of Concern: None

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