

MINUTES OF THE SELECT BOARD
Tuesday, February 21, 2017 – 10:00AM

Present: Dave McGuckin, Chair, Bill Stewart, Selectman, Tom Maher, Selectman, and Bette Jane Riordan, Secretary.

Also present: Pam Cullen, Administrative Assistant to the Select Board, Chief Don White, Jim Cerny, Nick Diana, David Borden, Scott Bogle, Dick Spaulding, Andy Schulte.

1. Minutes of January 17, 2017 and February 6, 2017.

Selectman Maher made a Motion to Approve the minutes of the January 17, 2017 Select Board meeting as amended. Selectman Stewart seconded and the Motion carried. Approval of the February 6th minutes was deferred until the next Select Board meeting.

2. Public Question and Answer: None.

3. Items.

a. Continued agenda items:

1. Avitar Abatements.

Pam Cullen reported that the Town has received a total of 8 abatement requests. The abatement of 32-33 Cape Road was denied by Avitar. There are two pending. Four more need to be mailed to Avitar: 25 Piscataqua Street 9 Wild Rose Lane, 23 Elm Court, and 17 Elm Court. March 1, 2017 is the deadline for filing a request.

2. HDC-New Castle CLG designation.

Jim Cerny, Town Historian and NCHS board member reported that he had spoke with Rodney Rowland, Chair of the HDC and proponent of the designation, and learned that Rodney is seeking the monies available through the designation, but Kim is concerned about the ramifications and unknowns. After further discussion, it was agreed that no action by the Select Board could take place without more clarification. Selectman Maher was concerned about how the HDC would be affected, and offered to meet with Rodney to obtain further clarification of the scope and effect of being designated a "CLG".

b. Nick- 10 K Road Race for December 2017.

Nick Diana, Portsmouth resident, stated he was seeking permission from the Select Board to hold a 10K race at the Common. Originally he was planning for December but after further consideration is now planning the event in April 2018. He does not require use of the buildings and will bring their own portatoilets. It would not be on Easter Sunday. Chair McGuckin cautioned that there may be snow removal to deal with. Chief White stated the organizers need permission from the State regarding Rte. 1B. State roads may not be closed for more than twenty minutes at a time. Nick has already been in Guy Stearns of the Recreation Commission. Selectman Stewart stated there was a distinct possibility that the roads may be torn up due to infrastructure repairs and replacements. Pam Cullen stated the Town needs proof of insurance naming the Town, and also needs indemnification. After further discussion, Nick was directed to check with Steve Tabbutt of Public Works,

and Road Agent. He also must still go before the Portsmouth City Council for permissions as the race will go through portions of Portsmouth. The Select Board agreed that he could use the Common, but must report back with further details once the various conditions are met. Nick indicated he hopes to make this an annual event. Further details are contained in his proposal which was submitted to the Board and is available at Town Hall. Selectman Stewart was clear that the roads may be in a state of construction at the time of the race in 2018 and that it could be a factor in holding the race.

c. Dave Borden-Sidewalks.

Dave Borden and Scott Bogle from the Rockingham County Planning Commission presented the progress to date regarding various projects having to do with expansion of the shoulders along certain roads as well as construction of sidewalks. Dave noted that the Town did not receive the TAP grant (\$750,000) but there may be other funding available. He noted the short sidewalk between Wild Rose Lane and the Common which was the subject of an engineering study costing \$24,000. This study needs to be updated. Peter Taylor, new owner on Wild Rose Lane abutting the proposed sidewalk area (continuation of Safe Path), has expressed his support for the project completion, according to David Borden.

Scott Bogle stated that every two years the RCPC solicits projects from communities in their region to be included in the State of NH's 10 -year plan. These projects typically involve mainly highways but now the scope has been expanded to include bicycle and pedestrian infrastructure. He suggested that New Castle should try and get funding for the shoulder/sidewalk project and encouraged New Castle to work with Rye on the section of Rte. 1B from the Wentworth Bridge to Sagamore Ave. Rye is also doing a section of Rte. 1A near Odiorne Point. Project proposals are due to RPCP by March 3rd, and then sent to NH DOT in April. The new ten-year plan will be rolled out in the summer of 2017. The money is 100% federal funding. Scott is looking for a Needs Statement rather than detailed budget specifications. It does not have to be fully crafted. Mr. Bogle could use the previous TAP application submission and craft the Needs Statement. He also agreed to speak with Dave Walker of RCPC about the causeway study. (Former State Senator Stiles was responsible for this) and see if the culvert piece could be included in the raising and widening of the causeway. This project could be wrapped with the other projects, assuming there is funding. Chair McGuckin asked what was needed. Dave Borden said funding for the finishing of the sidewalk from Wild Rose Lane. The \$24,000 cost estimate needs to be updated in order to proceed. He also stated that partnering with is a necessity and he would go ahead and make contact with Rye Select Board. Selectman Maher was strongly in support of partnering with Rye. Dave Borden will report back on this matter.

d. "As built plan" for 18 Ritson April 2016 Street.

Selectman Stewart stated that this matter involved the Town's Right of Way issue with abutting property owners Benway and Kennedy. The dock and wall encroaches upon the ROW. He referred to the July 5, 2016 memorandum from the New Castle Conservation Commission to the Select Board. In that memo, the Commission stated it had reviewed the "as built" plan for the property located on 18 Ritson Street owned by Benway/Hall, submitted by Ambit Engineering dated April 2016. There are two violations which the

Commission wants the Select Board to address. The first is a platform, gangway, and dock that was not built to the specification of what the town had permitted. Additionally the dock has an encroachment into the town ROW. The second violation is a set of granite steps that are built along the edge of a salt marsh that was not in the original plan approved by the town and not on the permit. The Commission wants the property owners to remove the granite steps and relocate the dock, gangway and platform in accordance with the approved plan. Silt socks used for erosion control were left in the town ROW and should be removed. Selectman Stewart stated the town is waiting to hear back from DES. Jim Cerny also noted that the NCHS (Historical Society) is planning to install a removable historic sign in that area.

e. Warrant article Veterans Tax Credit-RSA 72:28b.

Pam Cullen explained the need to have a warrant article at this May's Town Meeting which allows any veteran to lower their tax bill. Currently there are 52 known veterans with specific service requirements. The new RSA would allow anyone who has served any time at all, be it in the reserves or short-term service to qualify for the exemption. There was discussion about the possible financial impact of this new law with an unknown amount of potential claimants in the town. This will be a Select Board warrant article.

f. Town Annual Report: Distribution.

Pam Cullen reported that customarily an off duty police officer delivers the reports to each household, costing \$350. It is cost-prohibitive to mail. Pam herself has in the past delivered them, taking an inordinate amount of time to do so. Chief White reported that it is difficult now to find an available officer who is willing to do this task. Pam suggested that reports be made available at Town Hall, Library, and possibly the Post Office, for people to pick up themselves. The Members of the Select Board agreed that we should continue to deliver the reports to homes in 2017.

Andy Schulte, member of the Fire Department said he would check to see if anyone would be interested in delivering the reports, as the Select Board agreed they should be delivered.

g. Water Sewer Update.

Selectman Stewart updated the Board stating the town is now involved in cost sharing with Portsmouth, and the town would do the upgrades to all of Rte. 1B with some help from Portsmouth. Selectman Maher stated that the town is still navigating details with Portsmouth.

Selectman Stewart stated he was getting a quote from Dylan Kimmel, New England Integration, regarding the pumps. He also reported that Underwood Engineering has completed water testing at five locations around the Island and some of Portsmouth. He stated that a professor from UNH was working on a water quality pilot project for smaller scale communities. When he expressed interest, he learned that it was too costly.

4. New Business.

a. Personnel

Selectman Stewart presented the results of his research, in consultation with the Town Accountant, regarding how the town pays overtime, with an eye toward making the process more consistent and effective. The manual will now be updated to include the detail provided on exempt and non-exempt employees on page 11 alongside the information on “overtime” as contained in page 12. (These sections will be appended to the minutes.)

After discussion, Selectman Maher made a Motion to Adopt the changes combining exempt and non-exempt with overtime as outlined on pages 11 and 12 of the employee manual, thereby clarifying overtime rules. Selectman Stewart seconded, and the Motion carried.

b. Water violation process.

There was discussion and agreement about the need to report the water test results every quarter whether the town fails or not. If there is a failure, a letter is sent to all residents. Pam Cullen indicated that she alone should not be tasked with the entire process. The Select Board thanked her for her efforts to date.

There being no further business to come before the Board, Selectman Maher made a Motion to Adjourn, which was seconded by Selectman Stewart. Motion carried.

Meeting adjourned at 11:07 AM.