

1 **MINUTES OF THE SELECT BOARD**  
2 **Monday April 16, 2018 – 6:00 PM**  
3

4 **Present:** Bill Stewart, Chair, Tom Maher, Selectman,  
5 Pam Cullen, Secretary.  
6

7 **Also present:** Ken McDonald, Town Administrative Projects Coordinator,  
8 Peter Rice  
9

10 **1. Approve Select Board minutes of April 2, 2018. Tabled until next meeting.**  
11

12 **2. Public Question & Answers: None**  
13

14 **3. Items: None**  
15

16 **4. New Business:**  
17

18 **i. Church Guild request for parking.**  
19

20 The Select Board reviewed the request from Denise Turmelle, Co-Chair of the New  
21 Castle Arts & Crafts Fair, sponsored by the Congregational Church, for permission to  
22 use the overflow parking lot at the Coast Guard Station on July 28, 2018. After brief  
23 discussion, Selectman Maher made a Motion to Approve the request for parking at  
24 the Coast Guard Station overflow lot by the Congregational Church on July 28, 2018  
25 for the Arts and Crafts Fair event. Chair Stewart seconded, and the Motion carried.  
26 Pam Cullen will notify Ms. Turmelle.  
27

28 **ii. Letter to New Castle Historical Society.**  
29

30 The Select Board discussed the draft letter to NCHS relative to recent cutting,  
31 landscaping, and tree removal work done on the Town owned lots by a company  
32 hired by NCHS, which occupies Map 17 Lot 58. However the work was done on the  
33 adjacent lot, adjacent to the museum Map 17 Lot 57. NCHS is a tenant of the Town  
34 and is obligated to the terms contained in their lease. The Board is sending a letter  
35 to codify that NCHS must seek and receive written approval for any future work  
36 done on the lots, and directed NCHS to review Article 9 of the lease concerning  
37 "Additions or Alterations". NCHS had sent a letter of apology after being verbally  
38 informed, which the Board did receive; however Chair Stewart wanted to send a  
39 written notice to them. After review, the Board approved the final letter and  
40 directed it be sent.  
41

42 **iii. Avitar Associates: Abatement NNETC. (New England Telephone Company)**  
43

44 Pam Cullen explained that Avitar recommends denial of the abatement request.  
45 Chair Stewart agreed, as did Selectman Maher to deny the request. This deals with  
46 the right of way issues.

1  
2 Pam also spoke about the “pole licensing” abatement issue and explained because  
3 we did not follow through with required public hearings, and did not fill out the  
4 proper paperwork, Avitar stated that the Town will probably have to give the pole  
5 owner an abatement for this year. Selectman Maher will follow up with Avitar on  
6 this matter.  
7

8 Pam also related her discussions with Avitar relative to the Taylor unmerged lots,  
9 and Dan Hughes’s request to review whether his additional lot on Beach Hill is a  
10 buildable lot. Avitar will review and advise the Select Board. Avitar has  
11 recommended purchasing new software for buildings and assessing. Selectman  
12 Maher wants to meet with Avitar, both on the pole licensing issues as well as to have  
13 a demonstration of how the software works. He would like Ken McDonald present  
14 for this demonstration as well as the Building Inspectors. Pam also expressed  
15 interest in attending. The Board and Pam discussed the benefit of having a better  
16 system which would help track and capture all issues and history on a piece of  
17 property from the time a building permit is applied for, including all land use board  
18 actions. **Action Item: Schedule the meeting with Avitar for after Town Meeting,**  
19 **preferably on a Wednesday.**  
20

#### 21 **iv. NHDOT Bureau of Traffic letter re: speed.**

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23 Chair Stewart asked the Board if it wished to have the seasonal speed limit again  
24 this summer. The Town has done this for the last two years, with some good effects  
25 in speed reduction to 20 miles per hour, based on the data received from the Police  
26 Department. After brief discussion, Selectman Maher made a Motion to send a  
27 request to DOT for the limited period of time from May 15 to September 15 to  
28 reduce the speed limits on the identified portions of Rte. 1-B. Chair Stewart  
29 seconded, and the Motion carried.  
30

### 31 **5. Committee Reports.**

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#### 33 **i. Fire Department: See report submitted by Selectman Maher below**

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##### 35 **New Castle Fire Department Monthly Report – March 2018**

- 36 1. Calls for service in March: 10. Calls for service, year to Date: 41
- 37 2. Types of calls in March: 2 Medical Aid, 2 Service Calls, 1 Mutual Aid  
38 Structure Fire, 1 Mutual Aid Shipboard Fire Drill, 1 Odor Investigation, 1  
39 Smoke Investigation, 1 Unpermitted Outside Fire, 1 Water Rescue.
- 40 3. Average response time in March: 7.11 minutes.
- 41 4. Total number of minutes on scene in March: 797
- 42 5. Average number of personnel per incident in March: 3.11
- 43 6. Total number of personnel responding to incidents in March: 28
- 44 7. Apparatus responding to incidents:

- 1 Rescue 7 responded to 2 incidents in March and 12 YTD.
- 2 Forestry 1 responded to 2 incidents in March and 7 YTD.
- 3 Engine 1 responded to 1 incident in March and 1 YTD.
- 4 Engine 4 responded to 3 incidents in March and 17 YTD.
- 5 Hose 1 responded to 0 incidents in March and 1 YTD.
- 6 Marine 1 responded to 0 incidents in March and 0 YTD.
- 7 Marine 2 responded to 1 incident in March and 1 YTD.
- 8 8. Training in March: 228 Man Hours of department in-house training.
- 9 9. Public Outreach Activities in March: Easter Bunny Run.
- 10 10. Mutual Aid Given in March: Engine 4 to Kittery for a 2 alarm structure fire.
- 11 Engine 4 and Rescue 7 participated in a shipboard fire drill on a submarine at
- 12 the Portsmouth Naval Shipyard.
- 13 11. Mutual Aid Received in March: Rye Ambulance transported a patient to
- 14 Portsmouth Hospital.
- 15 12. Budget remaining on 3/31/18:
- 16 Fire Department: \$121,496.82
- 17 Emergency Management: \$5,724.75
- 18 13. Staffing: 2 Career members and 30 Volunteer members.
- 19 New Member: FF/EMT Stephen Milata from Hampton.
- 20 FF2/AEMT Brian Berghorn resigned. Hired full-time by Newington FD
- 21 14. Areas of Concern: None.

22  
23 Selectman Maher also reported on the Seabrook Station training. Peter Rice from  
24 NCFD stated it went very well. We have yet to receive the grade results.

25  
26 Peter Rice spoke about the 4<sup>th</sup> of July celebration. The Fire Department usually  
27 provides the food (\$350-400 budgeted). He said he has an opportunity to buy the  
28 popular sausages which he would like to buy and freeze, and just wondered if the  
29 budget this year will provide funding for the food. It was the sense of the Board that  
30 funding will be included in the budget. There will also be a pancake breakfast in May  
31 to celebrate the 90<sup>th</sup> anniversary of the New Castle Fire department.

32  
33 There being no further business to come before the Board, Selectman Maher made a  
34 Motion to Adjourn, which was seconded by Chair Stewart. Motion carried.

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36 Meeting adjourned at 6:22 PM.  
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