

**FINAL APPROVED**

**MINUTES OF THE SELECT BOARD**

**Monday July 9, 2018 - 7PM**

**Public Hearing – 6:45 PM**

**Present**, Tom Maher, Chair, Damon Frampton, Selectman, Bill Stewart, Selectman, and Bette Jane Riordan, Secretary.

**Also present:** Pam Cullen, Administrative Assistant to the Select Board, Ken McDonald, Town Administrative Projects Coordinator, Christiane McAllister, Town Accountant, Andy Schulte, Chief Don White, Tim Driscoll, Mary Ann Driscoll, Lorne Jones, John Ireland, Dave McGuckin.

**Public Hearing: Accepting funds in excess of \$10,000.00 for Sidewalk Trust Fund pursuant to RSA 31:19.**

Chair Maher opened the Public Hearing regarding accepting funds for the Sidewalk Trust Fund.

He noted that substantial fundraising has taken place over the last several months and the Select Board needs to formally accept those funds. He noted that we have previously accepted \$34,920.00 as of December 18<sup>th</sup> 2017. Since that time the Committee has raised an additional \$35,050. The total is currently \$69,970. Chair Maher read the names of those private donors who have contributed to the fund. A list of those names is attached to these minutes. The total to be accepted this evening is \$35,050.00. Selectman Frampton made a Motion to Accept \$35,050.00 into the Sidewalk Trust Fund, which was seconded by Selectman Stewart. Motion carried.

Ken McDonald, TAPC, and Select Board liaison to the Committee, noted that some donors have wished to remain anonymous. Dave McGuckin asked if there was any estimate yet on the total cost. Chair Maher noted that Rye Landscaping quote is \$75,000, however the Board is working with them to modify this cost, as we are about \$5-6,000 short. Ken stated that a full report on the status of the project is scheduled for the July 23, 2018 Select Board Agenda. Pam Cullen brought up the donation of shares of a company. Tim Driscoll explained how the value went from \$9,780.00 on the date of the gift to \$10,255 when the shares were sold. Christiane explained it does not matter what the exact value was at the time of acceptance. The important element is that the gift get accepted and deposited, according to the auditors.

There being no further questions on the Safe Path project funds acceptance, Chair Maher called for a Motion. Selectman Stewart made the Motion to Close the Public Hearing, which was seconded by Selectman Frampton. Motion carried. And the hearing was closed.

The Select Board proceeded to the regular Agenda.

**1. Approve Minutes.**

The Select Board postponed the approval of June 18<sup>th</sup> minutes until the July 23<sup>rd</sup> Select Board Meeting.

**2. Public Question and Answer: None.**

**3. New Business:**

**a. Police Chief Don White: New Recruit and Police Department function.**

Chief White noted that a new recruit has been hired, pending completion of the Academy.

Chief White explained that the Police Department is planning to hold an event to give back to the community. It will be held Friday, August 3, 2018, beginning at 5 at the Common and will consist of a family movie night, (The Great American Showman) possible beer garden (a cordoned off area), a few food vendors, hot air balloon rides, and other activities all of which are family and children oriented. This will be the first “Annual Evening Under the Stars”. The Police Department has budgeted \$1300 for this event. The Police Department will be responsible for final clean up, so no extra burden on DPW employees. There will be a rain date.

The Select Board expressed overall support for the event, however the matter of the beer garden needs to be further looked into in order to make sure alcohol (beer) is allowed on the Common premises for this event. The Board will do the necessary research, and Chief White will work with Pam on the other logistics of the event. The Board commended Chief White for taking the initiative to put this community event together.

**b. Ken McDonald, TAPC: Affinity, Safepath, and Avitar Software.**

**Affinity:**

Ken reported that all 68 LED lights have been installed. 67 are working, and the other has been reported to Affinity to repair. This was at the end of Pitt Lane on Wentworth Road. The Town is holding off with installation of the 12 PALS or private lighting due to cost issues. There was discussion of one person who commented that the light was too bright, and the Board and Ken discussed the availability of purchasing shields. (\$17.00 per shield plus cost of installation). Also there is a 30-day time period to change wattage. Overall there have been no complaints.

**Safe Path:**

**The TAP:** Deadline for submission of application for funds for SafePath is Friday, July 13, 2018. The Committee has drafted a letter to submit as a placeholder application, along with a map. Chair Maher noted that the Wentworth Hotel is interested in participating, which could lessen the amount of the 20% match the Town is responsible for. In response to Selectman Stewart's question as to the timing of receipt of funding should the application be accepted, Ken replied 1-2 years. Available funding is between \$400,000 and one million dollars. If the full million were received the Town's match would be \$200,000.00. The Committee will give a full status report at the July 23<sup>rd</sup> Select Board Meeting. Mary Ann Driscoll just noted that acceptance notification would take place in November or December. Committee members would attend a class in Concord to actually complete the application in September.

**Avitar Software:**

Chair Maher noted that he, Ken and Pam met with Avitar on June 19 at Town Hall, regarding the Building Department software package. The quote for purchasing this package should be received in about a week or two. Ken listed the benefits of the system (betterment fees can be accommodated, elimination of paperwork currently done by Pam, photos can be loaded via SmartPhone, history of the particular property, excellent reporting system capabilities); however it would increase the administrative time for data entry. Building permits can be printed directly and an entire history of a parcel can be readily obtained.

Chair Maher stated the software is an investment the Town should make. This issue will be brought back before the Board once the quote is received.

**c. Appointment of Planning Board Member.**

Lorne Jones was present and spoke briefly on his background and desire to give back to the Town. He will be a full time member of the Planning Board. He has an engineering background and has renovated several houses. Selectman Frampton made a Motion to Appoint Lorne Jones as a full time member of the Planning Board until May 2021, which was seconded by Selectman Stewart. Motion carried.

**d. DES-Action Plan for Sewer Pipes.**

Selectman Stewart gave an update on the two recent sewer line breaks. Both breaks occurred by the bridge (Sawtelle Bridge) one by the Marconi property, and the other on the New Castle side. All of the pipes were New Castle pipes. The first was a crack in the pipe in the abutment of the bridge, encased in concrete. The Town was able to put a sleeve on it to fix the break. The second was a break on the bridge. A seal in one of the joints let go. The pipe was sleeved and secured. There are reporting requirements for DES and EPA. All required paperwork has been filed by the Town for this initial information, as well as the subsequent requested information. (remediation, etc). DES has asked in a follow up what the plan is for the forced main in that section. Discussion occurred with engineers and

Selectman Stewart. We are not 100% sure what the specific cause was after considering several scenarios. The pipes are at 40% of their expected life, and there is an estimate that the life of the bridge is between 10 and 15 years. The Town has put in an SRF for sewer work to look at the forced main and the sewer work. We will be responding to DES indicating the information about the new pumps, movement of the bridge, age of the pipes, and plan for replacement. Chair Maher reported that the SRF application for water funds (\$5.5 million) was completed and submitted and hopefully will go before the Executive Council on July 25<sup>th</sup>.

With respect to the water quality problems with TTHMs, the Town was late in sending out the letter out to the public, but the response letter is being worked on. A Consent Agreement is being worked on including plans for directional flushing, some bleeding, and Portsmouth's aeration system going on line. Chair Maher is hopeful that the rolling total will get back on track, so we will be in compliance.

Dave McGuckin asked about whether or not the recent DPW flushing helped with the numbers, but Selectman Stewart replied it didn't really change anything. He noted it is difficult to pinpoint the effects. However he pointed to the potential of opening up the Wentworth valve to improve flows. It is believed that the aeration going on line will help the TTHM situation.

**e. Nick Diana Road Race-confirm date and time.**

April 13, 2019 is the date. He would like to confirm a fee. After discussion the Board confirmed the date, but debated about the fee issue. Various groups are charged different rates, so the Select Board will review and make a determination. Nick is planning to donate 50% of the proceeds to charity. Chief White reported that the playground equipment is in need of repair or replacement, and asked if the road races could somehow contribute a portion of their proceeds to this effort. Chief White suggested we find out how many race participants are expected and the Select Board suggested perhaps charge an amount per participant. Minimum fees and consistency need to be further reviewed. After further discussion, the Select Board will review and get back to Mr. Diana.

**d. Sidewalk - 39 Wentworth Road**

Chair Maher reported that the new owner wants to do some improvements to the sidewalk. Dave McGuckin feels this probably should be an issue for the Planning Board. Discussion ensued about which entity should deal with this. Selectman Stewart said the matter should be reviewed with the road agent, DPW and police and then taken up by the Selectboard for approval. It is not matter for the Planning Board. Select Board suggested the owner draw up plans and submit them for review.

#### **4. Committee Reports.**

##### **Police: Chief White**

Chief White was present and gave an update from the Police Department. There were two driving while intoxicated stops as well as issues of vandalism and trespassing at Fort Stark. New Castle officers responded to the burglary at the Atlantic Grill, as Rye was tied up. There have been a lot of motor vehicle stops and a lot of court work. Chief White also reported that the 20 miles per hour is working.

##### **Fire Department Report:**

##### **New Castle Fire Department Monthly Report – June 2018**

1. Calls for service in June: 22. Calls for service, year to Date: 87
2. Types of calls in June: 9 Medical Aid, 7 Fire Alarms, 1 Water Rescue, 3 Outside Fires, 1 Service Call, 1 Event Standby
3. Average response time in June: 3.95 minutes.
4. Total number of minutes on scene in June: 1,052
5. Average number of personnel per incident in June: 3.32
6. Total number of personnel responding to incidents in June: 73
7. Apparatus responding to incidents:  
Rescue 7 responded to 11 incidents in June and 40 YTD.  
Forestry 1 responded to 6 incidents in June and 20 YTD.  
Engine 1 responded to 1 incident in June and 3 YTD.  
Engine 4 responded to 7 incidents in June and 32 YTD.  
Hose 1 responded to 0 incidents in June and 1 YTD.  
Marine 1 responded to 0 incidents in June and 1 YTD.  
Marine 2 responded to 1 incident in June and 4 YTD.
8. Training in June: 123 Man Hours of department in-house training. 7 Members attended a Helicopter Operations and Rescue Swimmer training session at the USCG Station.
9. Public Outreach Activities in June: None.
10. Mutual Aid Given in June: Marine 2 mutual aid to Rye for reported person in the water. Rescue 7 mutual aid to the USCG Station for an Event Standby. 11. Mutual Aid Received in June: None
12. Budget remaining on 6/28/18:  
Fire Department: \$32,925.09  
Emergency Management: \$2,063.72

13. Staffing: 2 Career members and 32 Volunteer members.

New Member: Nate Roberts from Hampton.

14. Areas of Concern: None.

There being no further business to come before the Board, Selectman Frampton made a Motion to Adjourn which was seconded by Selectman Stewart. Motion carried. Meeting adjourned at 7:53 PM .

Respectfully submitted,

Bette Jane Riordan