



**Office of the Board of Selectmen
2 Town Hall Road, Newton, NH 03858
Tel: 382-4405 Option 5 Fax 382-9140**

www.newton-nh.gov

NEWTON BOARD OF SELECTMEN

DATE: Monday, January 15, 2024

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD and
ZOOM CONFERENCE CALL

PUBLIC MEETING MINUTES

Zoom Conference phone number 929-205-6099

Meeting ID 818 7979 5674

<https://us02web.zoom.us/j/81879795674>

1. Call to Order

Chairman Marchand called the meeting to order at 6:04pm. Selectmen in attendance were Chairman Robert Marchand Jr., Vice-Chairman Michael Connolly, Matthew Burrill, Daniel Guide, and Joseph Simone. Also in attendance were Interim Town Administrator (ITA) James O'Mara and Selectmen's Executive Assistant (EA) Robyn Sparks. The public meeting minutes were transcribed and typed by EA Sparks. Public Hearing to follow at 7:00PM.

2. Pledge of Allegiance

3. Citizen's Input

No discussion.

4. Administration

- **Blood Drive Announcement (1/26/24)**

Chairman Marchand announced Newton Town Hall is holding a blood drive on January 26, sponsored by the Red Cross. Appointments may be required; blood is needed nationwide.

- **Election Briefing-Town Clerk**

Mary Jo McCullough Town Clerk/ Tax Collector, spoke in regard to the requirements for the upcoming Primary Presidential Election on January 23rd. Voting equipment is being tested in preparation tomorrow. She wants to verify that everything is ready in preparation for the election and will be visiting the fire station this coming Friday.

- **Town Building Capital Reserve Fund, Account Number 231762,
Withdrawals: Current Balance is approximately \$255,600.00**

Please check subsequent minutes for approval of and/or amendments to these minutes

ITA O'Mara stated that he is working with the Facility Maintenance Technician, to address the risk of not having safety railings outside of the Police Department. The installation would be \$3,600.00 from David Noonan Wrought Iron, LLC.

ITA O'Mara stated that work was recently completed on the concession stand at Greenie Park, in the amount of \$5,500.00. While the contractor was there, he gave a proposal to repair the roofs on the dugouts. The Facility Maintenance Technician requested other bids but did not receive a response.

- Exterior railing on the sliders at the Police Department Amount:\$3,600.00:

Selectman Simone moved to award the bid of \$3,600.00 to David Noonan Wrought Iron. Seconded by Selectman Guide. 5-0 with a unanimous vote.

Motion Amended:

Selectman Simone moved to award the bid of \$3,600.00 to David Noonan Wrought Iron. Funding to come from Town Building Capital Reserve Fund account number 231762. Selectman Guide.5-0 with a unanimous vote. Seconded by Selectman Guide. 5-0 with a unanimous vote.

- Strip and replace the shingles on the concession stand -Greenie Park Amount:\$5,500.00:

Selectman Simone moved to approve the payment of \$5,500.00 to Aladdin's for work done at Greenie Park: Amount:\$5,500.00. Seconded by Selectman Guide.5-0 with a unanimous vote.

Motion Amended:

Selectman Simone moved to approve the payment of \$5,500.00 to Aladdin's for work done at Greenie Park Amount:\$5,500.00. Funding to come from Town Building Capital Reserve Fund account number 231762, Seconded by Selectman Guide. 5-0 with a unanimous vote.

- All dugouts, strip roof, make structural repairs and replace shingles-Ball Fields-Greenies Park: Amount:\$6,100.00:

Selectman Simone moved to pay Aladdin the sum of \$6,100.00 for the replacement and repair of the shingles on the dugouts at Greenie Park. Funding to come from Town Building Capital Reserve Fund account number 231762, Seconded by Selectman Guide.5-0 with a unanimous vote.

- **Resignation**

Selectman Simone moved to accept the resignation of Director of Finance and Human Resources, Carole Melo, effective January 11, 2024, with thanks and gratitude. Seconded by Selectman Burrill . 5-0 with a unanimous vote.

5. Approvals

(a) Transfer for Emergency Management

Selectman Simone moved to accept the grant payment of \$33,323.40 and authorize the Bookkeeper to create a check from Newton's General Fund to the Treasurer for \$33,323.40 and to further instruct the Treasurer to deposit the check into the Emergency Management Operating Revolving Fund ending in 3025. Seconded by Selectman Burrill. 5-0 with a unanimous vote.

ITA O'Mara stated that the boiler in the Butler Building is not working. Emergency Management Director (EMD), Trisha McCarthy has helped in getting 3 quotes for repair and service. He along with EMD Director McCarthy suggest going with the lowest qualifying bidder, MacKenzie Heating and Oil, for \$4,757.94, price to include tank removal, which will be deducted from the total because there is already someone designated for removal. Funds to come from Engineering and Renovations Capital Reserve Fund.

Selectman Simone moved to accept the bid from Mackenzie Heating and Oil, for the installation for the new heating service at the Butler Building, total funds of \$4,128.06 to come from the Capital Reserve Fund titled 8 Merrimac RD, Renovations and Engineering. Seconded by Selectman Guide. 5-0 with a unanimous vote.

EMD McCarthy asked if she should contact Mackenzie who can start tomorrow. Selectboard agreed.

(b) Manifests

Chairman Marchand stated the Manifests are not ready.

(c) Minutes

Selectman Simone moved to approve and accept the public meeting minutes dated December 7, 2023, as written. Seconded by Selectman Guide. 5-0 with a unanimous vote.

Selectman Simone moved to approve and accept the non-public meeting minutes dated January 8, 2024, as written. Seconded by Selectman Guide. 5-0 with a unanimous vote.

EMS/Ambulance Service Review-

Chief Alcaindinho presented a list of costs that would be incurred if the Fire Department, were to establish inhouse EMS/Ambulance service. He stated these figures were prepared this past August by Deputy Kane. There will be no costs for equipment, as the town already has it. He also stated that he received a 3 part quote, to come inspect the Fire Station, First floor will be inspected for sleeping quarters, second floor to see if its usable for multi departmental storage, and if it would be suitable for sleeping quarters. The same letter was submitted in 2019. Total cost of the proposed cost for service is \$3,900.00, he recommended accepting the proposal.

Chief Alcaindinho stated he spoke with Trinity in an effort to get the revenue numbers, along with the cost of EMS service if one of the mutually aided towns were to leave. Trinity stated they did not want to provide any information on a future contract until the current one was fulfilled.

Selectman Burrill asked for costs clarification on equipment and employee training. Chief Alcaidinho stated that training was not previously paid for but would be a benefit that could be worked out with the EMS coordinator. Training for paramedic can take up to a year and half and guesstimated to be about \$17,000.00. Selectman Burrill suggested adding any additional costs or benefits to be included in the Warrant Article.

Chief Alcaidinho stated the engineer's evaluation in 2019, stated that the first floor met all the requirements needed for change. He then stated that he is unsure in regard to the second floor.

Selectboard discussion ensued around cost of increased wages and possible produced revenue.

Diane Morin of Juniper Lane asked if this discussion was in regard to Warrant Article #19 and suggested waiting to discuss further, because it would need to be repeated at the Public Hearing. Selectman Burrill stated he did not agree with her, and the purpose of this discussion right now was to attach a number to it. Whereas the public hearing allows feedback and input.

Selectboard ask the Chief to provide EMS statistics such as number of assists, to help determine costs and revenue. This would also determine the cost that will be included in the Warrant Article. He agreed to work with Deputy Kane to provide those numbers. ITA O'Mara gave a range and offset it with revenue, he deemed it would be estimated to be around \$374,000.00

Selectboard asked for a formal proposal which would include the price for the Engineer to do an onsite evaluation of the Fire Station. Chief Alcaidinho stated he previously submitted it via email, he then stated he has had trouble with email and sending documents.

Chairman Marchand adjourned the meeting 6.46PM and will take a recess until the Public Hearing at 7:00PM.

Respectfully submitted,

Robyn Sparks

Robyn Sparks
Executive Administrative Assistant