



**Office of the Board of Selectmen  
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**NEWTON BOARD OF SELECTMEN**

**DATE: TUESDAY, JUNE 20, 2017**

**TIME: 6:00PM**

**LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD**

**PUBLIC MEETING MINUTES**

**I. Call to Order**

Chairman Burrill called the meeting to order at 6:02pm. In attendance were Selectmen, Matthew A. Burrill, Chairman, Lisa L. Gonyer, Vice-Chairman, James L. Doggett; Nancy J. Wrigley, Town Administrator and Diane M. Morin, Selectmen's Secretary. The non-public meeting was audio taped. The public meeting was audio and video taped. The non-public minutes were transcribed and typed by Nancy J. Wrigley. The public minutes were transcribed and typed by Diane M. Morin. Selectmen Robert S. Donovan Jr. and Lawrence B. Foote were excused this evening.

**Nonpublic Session under RSA 91-A:3 II (a) – (c) - HR Matters  
Nonpublic Session under RSA 91-A:3 II (c)**

**Selectman Doggett moved to go into non-public session at 6:02pm under RSA 91-A: 3 II (a) – (c) HR Matters and (c). Seconded by Selectman Gonyer with a unanimous roll call vote: Burrill – aye, Gonyer – aye, Doggett – aye.**

**Selectman Doggett moved to close the non-public at 7:00pm. Seconded by Selectman Gonyer with a unanimous roll call vote: Burrill – aye, Gonyer – aye, Doggett – aye**

**Selectman Doggett moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) - (c) and that they keep all matters discussed confidential until in the opinion of the majority of the Board the circumstances no longer apply. Seconded by Selectman Gonyer with a unanimous vote.**

**II. Approval of Minutes**

**Selectmen's non-public and public meeting minutes dated June 6, 2017**

**Selectman Doggett moved to accept the non-public and public meeting minutes dated June 6, 2017 as written. Seconded by Selectman Gonyer with a unanimous vote.**

**Selectmen's non-public and public meeting minutes dated June 12, 2017**

**Selectman Doggett moved to accept the non-public and public meeting minutes dated June 12, 2017 as written. Seconded by Selectman Gonyer with a unanimous vote.**

➤ Correspondences

**A. Request to sell discount cards at Transfer Station**

Derrick Fresco and Jason Phaneuf, Boy Scouts from Troop 91, addressed the Board requesting that they be allowed to sell their Camp Cards at the Transfer Station from June 22 through July 2 during normal operating hours. The Scouts explained that the Camp Card proceeds will help offset the cost to attend the National Boy Scouts Jamboree. Chairman Burrill explained that there are restrictions that would need to be followed while at the Transfer Station. The Scouts would need to have adult supervision with them at all times and be in a specific area. Residents will approach them if they wish to purchase the cards.

**Selectman Doggett moved to allow the Boy Scouts from Troop 91 to sell Camp Cards at the Transfer Station from June 22 - July 2, 2017 during normal operating hours provided that there is adult supervision with them at all times. Seconded by Selectman Gonyer with a unanimous vote.**

III. Scheduled Business

**A. Discussion resident sticker – Change color**

Selectman Gonyer explained that the current blue sticker supply is running low and now would be a good time to transition to a new color. The reason for the change is the current sticker has been in circulation for several years. Town Administrator Wrigley stated it will take about 2 months to get the new stickers.

Selectman Gonyer and Selectman Doggett will review the current residential sticker policy at the next Policy and Procedure Subcommittee meeting. They will bring the subcommittee's recommendation before the Board on July 18, 2017.

**Selectman Doggett moved to order new stickers in a different color. Seconded by Selectman Gonyer with a unanimous vote.**

Town Administrator Wrigley asked the Board if the policy for vouchers will be reviewed prior to year-end. The Policy and Procedure Subcommittee will be reviewing the policy after finishing up the residential sticker policy.

Chairman Burrill asked if the Subcommittee had an update to the warrant article regarding the private trash haulers using the Transfer Station. Selectman Gonyer informed the Board that the Subcommittee met last night with Mr. Steve St. Cyr, a resident, and that the subcommittee is still in the research phase.

**B. Bond Bank credit and interest rate**

Chairman Burrill read a letter sent to Town Administrator Wrigley from the New Hampshire Municipal Bond Bank. The interest rate for the Bond has been set to 3.15% APR. A premium of \$145,880.00 was given as well. The Town will still receive \$1,691,880.00 but will only need to pay back \$1,546,000.00.

Selectman Doggett stated that once the money is received the Town will also benefit on the interest paid on the funds while in the bank account at Citizen's Bank.

**C. Invoice for Greenie Park irrigation**

Secretary Morin explained that the actual cost, \$1,007.75, to repair the irrigation system at Greenie Park was more than quoted, \$680.00. Chairman Burrill noted that the system had not been worked on for several years. The Board acknowledge the cost of repairs was more than quoted and authorized payment.

**D. Financial Guarantee Reduction for Sarah's Way**

Selectman Doggett informed the Board that the Planning Board recommended a reduction of financial guarantee in the amount of \$6,500.00 for Sarah's Way.

**Selectman Doggett moved to release \$6,500.00 from the current financial guarantee amount, \$18,386.00, for Sarah's Way. The financial guarantee amount will now be \$11,866.00. Seconded by Selectman Gonyer with a unanimous vote.**

**E. Selectmen's old tablets**

Secretary Morin explained that the old tablets were set back to factory defaults. Upon further discussion, the Board decided to have Selectman Gonyer and Secretary Morin research the best method for selling the 5 tablets.

**F. Summary of May expenditures**

The Board reviewed the May expenditures and did not find any irregularities.

**G. Contract update for Trinity EMS**

**Selectman Doggett moved to authorize the Chairman of the Board to sign the memorandum of understanding with Trinity EMS. Seconded by Selectman Gonyer for discussion.**

Selectman Doggett explained the change in the contract with Trinity EMS allows the Town's EMT's to authorize the use of the Town's ambulance to transport a victim if the EMT's feel that waiting for Trinity EMS to response is not in the best interest of the victim.

**The motion passed unanimously.**

**H. Land Use Change Tax – 5 & 7 Kinsley Drive**

**Selectman Gonyer moved to sign the current land use change tax collector warrant for 5 & 7 Kinsley Drive in the amount of \$13,000. Seconded by Selectman Doggett with a unanimous vote.**

**IV. Announcements**

**A. Police Department – Merit increases**

Chairman Burrill announced that members of the Police Department received merit increases effective March 15, 2017 which was voted on at a previous non-public Board of Selectmen meeting.

**V. Other Business, Sign Manifests, Requisitions, Abatements, Tax Credits, Correspondence and Appointments**

**➤ Other Business**

**A. Butler Building – Painting update**

Chairman Burrill explained how the Butler Building at 8 Merrimac Road is being painted by inmates from the Rockingham County Jail. The inmates provide the labor while the Town provides the equipment and lunch. The inmates began the project on June 19, 2017 and it was quickly realized that painting the building with paint brushes was going to take longer than 3 days. Chief Alcaldinho is requesting the Board approve the rental of a paint spray gun to help keep the project on time.

**Selectman Doggett moved to authorize Chief Alcaldinho to rent a spray gun at a cost not to exceed \$500.00. Seconded by Selectman Gonyer with a unanimous vote.**

**➤ Correspondence**

**A. Letter of appreciation – Ravensburger**

Chairman Burrill explained that Ravensburger Employees cleaned up the Town Beach as part of the Company's Community Out Reach program.

**Selectman Doggett moved to sign the letter of appreciation with thanks to Ravensburger Employees for cleaning the Town Beach. Seconded by Selectman Gonyer with a unanimous vote.**

Chairman Burrill acknowledged the work Steve St. Cyr did organizing the work force.

**B. Letter to 121 South Main St.—Safety issue**

Selectman Gonyer explained the safety issue at the corner of Peaslee Crossing Road and Route 108. The tall grass on the front of the property was causing a safety hazard for drivers turning on to Route 108. Selectman Doggett further explained that the State was notified and they requested the Town assist due to lack of State resources. The Town had the Highway Department cut back the grass which resolved the safety issue. The letter will be sent to the owner of the property informing them that they need to

maintain the grass otherwise a fee will be charged should the State or Town have to cut the grass.

**Selectman Gonyer moved to sign the letter to the property owners of 121 South Main Street. Seconded by Selectman Doggett with a unanimous vote.**

**C. Police Policy – Hiring Part-time Officer fees**

The Board tabled this item because they are waiting for more information.

**D. Job Description – Transfer Station Attendant and Laborers**

Selectman Gonyer reviewed the Policy and Procedures Subcommittee work done to update the Transfer Station Attendant and Laborers job descriptions. The new job descriptions were given to Transfer Station Manager DiFalco to review. The Board will table further action until the Transfer Station Manager DiFalco provides his feedback.

➤ Appointments

**Selectman Doggett moved to appoint Barbara White to the Rockingham Planning Commission Transportation Advisory Committee for a 3-year term expiring on June 20, 2020. Seconded by Selectman Gonyer with a unanimous vote.**

➤ Manifests

**Selectman Doggett moved to sign manifest dated June 20, 2017 in the amount of \$52,757.07. Seconded by Selectman Gonyer with a unanimous vote.**

**Selectman Doggett moved to sign manifest for pay period 5/28/2017- 06/10/2017 with pay date of 06/15/2017. Seconded by Selectman Gonyer with a unanimous vote.**

**Chairman Burrill moved to sign tax abatement for map 10-2-10-8 for tax year 2016 in the amount of \$317.31. Seconded by Selectman Gonyer with a unanimous vote.**

➤ Requisitions

**Chairman Burrill moved to sign the Recreation Commission requisition for DJ services for the 5K Walk/Run event in the amount of \$150.00. Seconded by Selectman Gonyer for discussion.**

Chairman Burrill explained the DJ is part of the 5K Walk/Run event being held on Saturday, June 24, 2014

**The motion passed with a unanimous vote.**

**Selectman Gonyer moved to sign the Recreation Commission requisition for T-shirts for the 5K Walk/Run in the amount of \$550.00. Seconded by Selectman Doggett with a unanimous vote.**

**Selectman Gonyer moved to sign the Recreation Commission requisition for the Senior trip in the amount of \$2,750.50. Seconded by Selectman Doggett with a unanimous vote.**

➤ Hazardous Waste Day

Secretary Morin informed the Board that we have not received any bids for the Household Hazardous Waste Day. She contacted Clean Harbors and was informed that they were booked for 2017 and are now taking bookings for 2018. Chairman Burrill asked if there were other vendors available. Secretary Morin was not able to find any companies. Town Administrator Wrigley suggested contacting NH DES.

Chairman Burrill announced that the Recreation Commission is holding a 5K Walk/Run on Saturday, June 24, 2017. All are welcome to participate.

VI. Adjourn

**Selectman Doggett moved to adjourn at 8:02pm. Seconded by Selectman Gonyer.**

Respectfully submitted,

Diane M. Morin  
Board of Selectmen Secretary