



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

DATE: TUESDAY, MAY 19, 2020

TIME: 6:00PM

CONFERENCE CALL

PUBLIC MEETING MINUTES

I. Call to Order

Chairman Burrill called the meeting to order at 6:03pm.

Using Zoom video was Chairman Matthew A. Burrill, Selectmen Lisa L. Gonyer, Kathryn Michaels, Town Administrator Nancy Wrigley, and Secretary Diane Morin. Using the phone dial-in option were Selectmen Lawrence B. Foote, Charles R. Melvin Sr. The public session was videotaped. A portion of the nonpublic session minutes were typed and transcribed by Secretary Morin. The public meeting minutes were transcribed and typed by Secretary Morin. A portion of the nonpublic session minutes were typed and transcribed by Town Administrator Wrigley.

Selectman Michaels moved to go into non-public session at 6:03pm under RSA 91-A: 3 II (d) – Lease of Town property and Sale of Town Property Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Michaels moved to close the non-public session at 6:35pm. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Michaels moved to go into non-public session at 6:36pm under RSA 91-A: 3 II (c) – Reputation. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Gonyer moved to close the non-public session at 7:03pm. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Chairman Burrill called the public portion of the meeting at 7:07pm back to order.

Joining the public meeting via phone were Chief Alcadinho, Road Agent Pivero, Ms. Carla Bailey, and Mr. Larry Corcoran.

Chairman Burrill read the following statement:

As Chairman of the Board of Selectmen for the Town of Newton NH, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe or listen contemporaneously to this meeting which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

Utilizing Zoom Conferencing Software for this electronic meeting. All members of the Board have the ability to communicate during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone #646 876 9923. Meeting ID number is 9040457732. Or using the link provided here: <https://us02web.zoom.us/j/9040457732>

We previously gave the notice to the public of the necessary information for accessing the meeting, including how to access the conference call via phone or video.

If anyone has a problem, please email BOSSecretary@newtonnh.net. In the event the public is unable to access the meeting, the meeting will be adjourned and rescheduled.

Please note that all votes that are taken during this meeting shall be done by roll call vote.

Selectman Gonyer moved that the Board just came out of a non-public session under RSA 91-A: 3 II (c) and (d) 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 Foote. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

II. Scheduled Business

A. Sale of old fire station – Engineering of fire pond and Peanut Trail

Chairman Burrill explained that the Board is currently in negotiation for the sale of the old Fire Station. He stated that the Board is taking measures to ensure the Town retains ownership of the fire pond and entrance to the Peanut Trail. The Board has hired an engineer to survey the property. The Board asked Ms. Bailey to inform the buyer that at the end of this process the buyer would have a new plot plan. Ms. Bailey will inform the potential buyer of the site survey plan.

Ms. Bailey left the meeting at 7:15pm.

Road Agent Pivero joined the meeting at 7:17pm.

B. Request for yellow and white lines on Smith Corner Road

Mr. Corcoran addressed the Board requesting line striping on Smith Corner Road on behalf of the residents in Sargent Woods. Road Agent Pivero stated that the road is not wide enough for lines on the side of the road but might be able to put a center line on the road. To paint a center line, the State DOT would need to approve it.

There is the cost of painting and maintenance when putting striping on roads. He stated that there is no line item budget in the Highway Department's budget for this.

Selectman Gonyer stated that if the State DOT does approve it, but it is not within the budget this year, a warrant article could be submitted next year asking the voters to approve this.

Road Agent Pivero will contact the State DOT to see if they would approve a center line down the road. He will get an estimate to paint the center line.

Mr. Corcoran left the meeting at 7:32pm.

C. Fire/Rescue Station – Sprinkler system update

Construction Manager Pivero addressed the Board. He informed them that he is waiting for 1 more quote for storage tanks. He is trying to ensure that the cost he estimated is correct. He is still working with the system engineer on the calculations between the tanks and pump. He reviewed how the system would work with the storage tanks.

D. Fire Chief – Issues with new driveway site plans

Chief Alcaldinho addressed the Board. He stated that the Fire Department is still having issues with the Planning Board where the Fire Department has not been notified of new driveway requests. He provided an example of such an issue at a new home on North Main Street. The driveway is not wide enough to allow an emergency vehicle to navigate safely should there be an emergency at the property. He met with the Contractor and asked who authorized the culvert and driveway. He stated the Contractor told him the Planning Board approved the design of the driveway. He is requesting that the Board of Selectmen set a precedent that the Planning Board have the Fire Chief, Police Chief and Road Agent review the site plans.

Chairman Burrill stated that the Board of Selectmen does not have the authority to set a precedent for the Planning Board. He stated that it is a good idea, but the Planning Board would need to work on it. Selectman Foote will have the Board of Selectmen, Fire Chief and Building Inspector on the next Planning Board agenda.

Chief Alcaldinho stated that he has not seen the document that the Planning Board uses for site approval. He has been told that on the back of the document is a place holder for signatures from the Fire, Police and Road Agent.

Selectman Gonyer asked if there is a zoning ordinance for driveway widths. Road Agent Pivero stated no. He stated that the any driveways built on State roads the Town does not have jurisdiction. The Road Agent's only jurisdiction on Town roads is the driveway apron. He recommends that the Planning Board put on site plans a requirement that the driveway be able to handle emergency vehicles. There are no ordinances in place that regulate driveways.

Chief Alcaldinho asked who inspects the culverts. Road Agent Pivero stated that he does if it is on the Town's right of way.

E. NH DOT – Rows Corner questionnaire

Selectman Gonyer recommends having the Conservation Commission response to those questions that pertain to them. Then return the questionnaire and the Board will decide who can answer any unanswered questions. Secretary Morin will email the questionnaire to the Conservation Commission. The Board agreed with this action plan.

III. Other Business

A. Fire Chief – Finishing up driveway at Safety Complex

Chief Alcaldinho addressed the Board and asked what the plans are for finishing the section of the driveway that is still unpaved at the Safety Complex. Chairman Burrill stated that the Board had decided to wait until all the construction was finished.

Construction Manager Pivero stated that the area in question was not part of the original proposal for the Fire/Rescue Station.

The Board agreed to wait until the sprinkler system is completed before addressing paving the area of concern. Selectman Gonyer stated that the warrant article that was passed on March 10, 2020 allowed the funds to be put into the existing capital reserve fund to be used when the Town was ready to pave the area.

Mr. Pivero and Chief Alcaldinho left the meeting at 7:59pm

IV. Schedule Business – Continuation

F. Selectman Michaels moved to accept and expend unanticipated funds from the GOFERR (Governor's Office for Emergency Relief and Recovery) in the amount of \$117,499.00. Seconded by Selectman Gonyer for discussion.

Selectman Gonyer asked if the Town has received the full amount or does the Board need to state that they will accept up to the amount. Selectman Foote stated the amount cannot be exceeded.

Selectman Michaels amended the motion to read "not to exceed" in place of "of". The amended motion reads as follows:

Selectman Michaels moved to accept and expend unanticipated funds from the GOFERR (Governor's Office for Emergency Relief and Recovery) in the amount not to exceed \$117,499.00. Seconded by Selectman Gonyer. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

The Board is supportive of the Bookkeeper using her discretion on the payout of the funds for First Responders.

V. Other Business -- Continuation

B. Manifests

Selectman Foote moved to sign vendor manifest dated May 19, 2020 in the amount of \$70,860.72. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Foote moved to sign cable vendor manifest dated May 19, 2020 in the amount of \$6,776.17. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Foote moved to sign Fire/Rescue Station vendor manifest dated May 19, 2020 in the amount of \$3,176.00. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Michaels – aye, Melvin – aye.

Selectman Foote moved to sign payroll manifest for pay period April 26 – May 9, 2020 with a pay date of May 14, 2020. Seconded by Selectman Gonyer. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

The Board decided to table the requested appointments to a later date. They will be discussed in a nonpublic session.

VI. Announcements

Chairman Burrill announced that there will be a vehicle only parade in honor of Memorial Day beginning at 10:00am on Monday May 25, 2020. The parade will commence and end at 8 Merrimac Road. The route will be along main Town roads.

Selectman Melvin moved to sign Veterans Tax Credit for map 7-3-30 for tax year 2020. Seconded by Selectman Gonyer. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

The Board discussed using Zoom for their Mondays and Wednesdays COVID-19 meetings. An updated agenda will be posted with the Zoom information for the Mondays and Wednesdays COVID-19 meetings.

VII. Adjourn

Selectman Gonyer moved to adjourn at 8:13pm. Seconded by Selectman Melvin.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary