



**Office of the Board of Selectmen  
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**NEWTON BOARD OF SELECTMEN  
DATE: WEDNESDAY, JULY 22, 2020**

**TIME: 6:00PM**

**ZOOM CONFERENCE CALL**

**PUBLIC MEETING MINUTES**

**I. Call to Order**

Chairman Burrill called the meeting to order at 6:00pm.

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 Conference Call 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 #929-205-6099.

Meeting ID number is 86907536632. Or using the link provided here:

<https://us02web.zoom.us/j/86907536632>

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.

If anyone has a problem, please email [BOSSecretary@newtonnh.net](mailto: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.

Utilizing Zoom Video Conferencing was Chairman Matthew A. Burrill, Selectmen Lisa L. Gonyer, Kathryn Michaels, Town Administrator Nancy Wrigley, and Secretary Diane Morin. Utilizing Zoom Audio Conferencing was Selectmen Lawrence B. Foote, Charles R. Melvin Sr. The public session was videotaped. The public meeting minutes were transcribed and typed by Secretary Morin.

Other conference call attendees were Tina O'Rourke, Chief Alcaldinho, Trisha McCarthy, Terry Caswell, Pete Gagnon, and members of the public.

**II. Scheduled Business**

**A. Update – COVID-19 virus**

Chairman Burrill explained the reason for the meeting was to bring the Board and public up to date on guidelines to combat the spread of the COVID-19 virus.

Mrs. McCarthy briefed the Board with new updates from the State conference calls that she attended. She provided the Board with the latest statewide statistics which includes First Responders.

Homeland Security is working on a program to distribute PPEs to Cities and Towns for upcoming elections. Some of the supplies for elections has been received by the Town.

The State will be releasing more guidelines for school openings.

The Secretary of State is working on a FAQs webpage to address questions concerning voting. Voters cannot be denied the right to vote if they refuse to wear a mask. They will have the option to use a curbside absentee ballot. A separate area indoors could be designated to those voters not wearing a mask.

The Governor has signed into law a reprieve granting the Secretary of State the right to allow voting places to reduce the number of voting booths required due to the pandemic.

The State is working on providing accurate numbers related to COVID-19 results.

Military support may be re-allocated to handle special events taking place within the State.

The Governor's Office released a new video encouraging everyone to wear a mask.

#### **B. Re-opening of Town Hall – Task Force update**

Chairman Burrill stated that the glass shields have been installed in the Town Hall. The tentative re-opening date is July 28, 2020. Mrs. McCarthy stated that most of signage should be installed on July 23, 2020. The only signage that may not be available is the magnetic sign that has the COVID-19 questions. She stated that she was made aware that the frame surrounding the openings in the shields have sharp edges. She has reached out to the vendor to see if he has a solution. She reminded us that the edges should not be filed because it could scratch the plexiglass.

The Board asked that staff to provide feedback on what is/is not working when the Town Hall re-opens.

#### **C. New Fire Truck**

Chief Alcainho addressed the Board. He stated that in speaking with the manufacturer of the fire truck, there were some additional options needed such as extra shelves and mounts for equipment. The estimated cost for the option is \$11,782.00. He suggested that the extra cost could be taken from the 2020 Fire Department Budget. He is asking for the Board to authorize the extra cost.

Chairman Burrill referenced the motion made at the April 27, 2020 Board of Selectmen's meeting where the amount voted on was \$69,001.92 for the yearly lease payment. The warrant article stated that the cost of the truck could not exceed \$649,000.00 with a yearly lease payment of \$76,744.14. Chief Alcainho stated that even with the extra options, the truck is still under the amount specified in the warrant article.

Selectman Foote asked why it would need to come from the Fire Department budget if there is still funding available from the warrant article. Chief Alcainho stated that he would like to verify that the Board is in agreement with the extra cost to come from the warrant article. Chairman Burrill stated that the amount requested now is more than what was voted on in April.

Selectman Melvin stated that the Town has already entered into a lease agreement and would the Town need to negotiate a new lease agreement. Where does the extra cost of the options come from?

Town Administrator Wrigley stated that a yearly payment has already been made for 2020. Ms. Morin read the April minutes when the lease agreement was signed for \$69,001.92.

The Board discussed the cost of the lease with the additional options and how to proceed. Whether to negotiate a new lease or to pay for the additional options from the Town's 2020 budget.

**Selectman Foote moved to authorize \$12,000.00 for the additional cost of the options not to exceed \$649,000.00 per Warrant Article 18 from the 2020 Town Warrant. Selectman Melvin seconded for discussion.**

Selectman Melvin would like to have more information on the lease agreement. Chief Alcaidinho stated that he believes the lease is for \$76,000 per year and \$649,000.00 is the full price of the truck. Chief Alcaidinho recalled that at some time the lease payment was for \$69,000.00 and the total cost of the truck was \$629,000.00.

Secretary Morin stated that the lease agreement with Tax-Exempt Leasing Corp. that she found online had a total cost of the truck at \$629,000.00 with a yearly payment of \$69,001.92 at 2.12% interest rate. Selectman Melvin stated that the Town borrowed \$629,000.00 and that the Town did not pay \$76,744.14.

Selectman Foote amended his motion:

**Selectman Foote moved to authorize \$12,000.00 for the additional cost of the options not to exceed \$649,000.00 per Warrant Article 18 from the 2020 Town Warrant unless the lease agreement signed is for \$629,000.00. Then the additional cost would need to come from the 2020 Fire Department budget or not add on the additional options. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Melvin – aye.**

Chairman Burrill stated that Town Administrator Wrigley and Secretary Morin will provide the Board via email the lease agreement so that they can review it. If the numbers do not add up, then the Board will need to fund the additional costs some other way.

Selectman Melvin stated that he spoke at length with Chief Alcaidinho and that a portion of the cost could be paid up front from the 2020 Fire Department Budget. Chief Alcaidinho stated that the manufacturer can send an invoice for \$3,100.00 which would be due now. The rest of the bill would need to be paid within a year.

The Board agreed that if the numbers do not line up that the \$4,000.00 for the additional options would come from the 2020 Fire Department Budget. And the remainder would come from the 2021 Fire Department Budget.

#### **D. Lot line adjustment**

Selectman Melvin stated that he spoke with the Engineer who informed him that there is an easement in place for 31 South Main Street for the portion of the building that is located on Town Property. The easement was granted in 1986.

Selectman Melvin stated that copies of the proposed lot line adjustment for 35 South Main Street can be made available and to contact him. He stated that the lot line adjustment plan will be presented to the Planning Board at a future meeting.

#### **III. Adjourn**

**Selectman Melvin moved to adjourn at 6:46pm.**

Respectfully submitted,

Diane M. Morin  
Board of Selectmen Secretary