



Town of Newton, NH

Newton Town Hall: P.O. Box 378, Town Hall Road, Newton, NH 03858

Town Hall Hours: Monday - Wednesday, 8am - 4pm; Thursday 12pm - 8pm

March 15, 2016 Board of Selectmen Minutes

NEWTON BOARD OF SELECTMEN

DATE: TUESDAY, MARCH 15, 2016

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING

- Call to Order, Roll Call Vote

Chairman Doggett called the meeting to order at 6pm. In attendance were Selectmen James L. Doggett, Chairman, Robert S. Donovan, Jr., Lawrence B. Foote, Lisa L. Gonyer, Town Administrator Nancy J. Wrigley and Office Manager Mary B. Winglass. The meeting was audio and videotaped; minutes were transcribed by Office Manager Winglass. Town Administrator Wrigley transcribed the nonpublic minutes dealing with HR Issues only.

Selectman Matthew Burrill was not in attendance but called in during a portion of the public meeting.

Selectman Foote moved to go into nonpublic Session under RSA 91-A:3 II (a) – HR Issues; (c) – Tax Deeding. Second by Selectman Gonyer with a unanimous roll call vote: Doggett – yes; Donovan – yes; Foote – yes, Gonyer – yes.

Foote moved that the Board of Selectmen just came from a nonpublic session and will keep all discussion confidential until in the opinion of the majority of the members the circumstances no longer apply. Second by Donovan with a unanimous roll call vote: Doggett – yes, Donovan – yes, Foote – yes, Gonyer - yes.

Chairman Doggett called the public session back to order at 7:07pm.

- Pledge of Allegiance
- Nonpublic Session
- Approval of Minutes (Review prior to meeting)
- **Selectmen's Public and Nonpublic Meeting minutes dated March 1, 2016**

Foote moved to accept the Selectmen's Public and Nonpublic Meeting minutes dated March 1, 2016. Second by Gonyer with a unanimous vote.

- Scheduled Business

Selectman Burrill joined the meeting via speakerphone from Florida for the Selectmen's Reorganization item only. The Board extended a Happy Birthday to Selectman Burrill.

- **Selectmen's Reorganization and Bylaws**

Selectman Donovan moved, for since the Board has been working great, to keep the same positions as last year with James Doggett as Chairman, Matthew Burrill as Vice Chairman and the remainder to keep the liaison positions status quo. Second by Foote with a unanimous vote.

Selectman Gonyer moved to reaffirm the bylaws. Second by Foote with a unanimous vote.

Selectman Burrill signed off at 7:10pm.

- **Proposed Telephone Upgrade**

Due to the budget not passing this year, Selectman Gonyer made the following motion.

Selectman Gonyer moved to table the proposed telephone upgrade until December 31, 2016. Second by Foote with a unanimous vote.

- **Transfer Station Hours on Easter Sunday**

Selectman Foote moved to have the Transfer Station Manager close on Easter Sunday March 27, 2016 and give the option for the employees to work on the Friday before for maintenance and if not then they can use PTO Time. Second by Donovan with a unanimous vote.

The Board asked to get this notice out on the website and on the sign at the Transfer Station as soon as possible to give the residents advance notice.

- **Fire Department: Building status at 35 South Main Street**

Chief Alcadinho thanked the Board for their support this past year and asked their feelings on pursuing the new station next year or repairing the Central Fire Station.

The Board was in agreement to pursue the new station again next year.

Chief Alcadinho addressed the engineers report on the Central Fire Station. The Chief gave a brief overview of repairs and stated that per the engineer's report, once the town starts touching the building, the town will be required

to bring it up to code.

- The electrical wiring is inadequate and should be replaced but the Chief recommends that we do not touch it, leave it as it is.
- The station had some pipes freeze this winter that needs to be fixed. Weather stripping the outside of the doors in the fall is recommended and will need a lot of it for the trucks will break it when exiting/entering the building.
- The heater and hot water tank needs to be replaced and Chief Alcaidinho recommends installing a temporary heating system so when we get a new station then we could move it. The new proposed heating system would be fueled by LP gas and would need to be done by the fall.
- The windows need to be replaced but the Chief is recommending that we do not touch them for once we start replacing them it could become a code issue. The Chief recommends installing storm windows.
- Chief Alcaidinho stated that due to an improper exhaust system in the building, he recommends having a minimum of two doors open when trucks are started or running equipment. The building does not have the electricity to handle an exhaust system and the ceilings are too low. A discussion took place on using a hose to help exhaust the fumes.

Chief Alcaidinho recommends moving the forestry truck to Merrimac Road which the Board had no issues with this request. The Chief talked about the new fire truck coming in the next month and the instability of the driveway. After a discussion on how to handle the repairs it was agreed by all to place the new tanker truck at Merrimac Road temporarily and obtain quotes on the repair to the driveway. Chief added that moving the tanker truck to Merrimac Road will create a response delay for the gear is stored in one building and the truck in another location. The Board discussed repairing the driveway as soon as possible in order to resolve this issue and authorized the Chief to use the Butler building as he needs in order to protect the assets of the town.

Chief Alcaidinho discussed if there are any funds are available, he recommends the purchase of a decontamination washing machine to clean the firefighters gear stored next to the trucks at the Fire Station. The town has no way of cleaning the gear without going to another town who has this type of a machine which removes the contaminants. The gear smells heavily of exhaust and after each fire the gear should be cleaned. A discussion took place with the septic system and electricity at the site and whether it could handle this type of machine as well as the cost. Chief Alcaidinho responded that with the new heating system there will be space to put the machine and he will check on the electricity. Town Administrator Wrigley will check on the septic system. The Board instructed the Chief to check into the particulars and present a budget for this item.

The Board recapped that the priorities are the driveway, check with an electrician and the health officer regarding the septic system; the heating system and storm windows in the fall.

- **Per RSA 31:95-b to accept and expend unanticipated funds to the Newton Food Pantry as follows:**
\$217.16 from Planet Aid on behalf of Newton Learning Center; \$200 from Mike Bower; \$25.00 from Judith Dowd; \$25.00 from Arlene Rother; \$25.00 from Cathy Brodie.

Gonyer moved per RSA 31:95-b to accept and expend unanticipated funds to the Newton Food Pantry as follows: \$217.16 from Planet Aid on behalf of Newton Learning Center; \$200 from Mike Bower; \$25.00 from Judith Dowd; \$25.00 from Arlene Rother; \$25.00 from Cathy Brodie. Second by Foote with a unanimous vote.

- Announcements
- Other Business, Sign Manifests, Requisitions, Abatements, Tax Credits, Correspondence and Appointments

Chairman Doggett explained that every five years the town must approve every zone designated as an ERZ to determine if it should remain in the current ERZ tax credit program. The approved ERZ in the Town of Newton is the Puzzle Lane Industrial Park approved in 12/09; if the town wishes to keep this area in the ERZ zone they need to sign the renewal certificate.

Selectman Foote moved to approve the renewal of the ERZ Certification for the Puzzle Lane Industrial Park as an approved ERZ area and to remain in the current Economic Revitalization Zone. Second by Gonyer with a unanimous vote. The Board is authorizing the Town Administrator to sign the certification.

Selectman Foote moved to sign the Vendor Manifest dated 3/15/2016 in the amount of \$143,378.70. Second by Donovan with a unanimous vote.

Selectman Foote moved to sign the Payroll Manifest for the pay period of 2/21/2016 – 3/05/2016 with a pay date of 3/11/2016. Second by Gonyer with a unanimous vote.

Selectman Donovan moved to sign a thank you letter to Susan Milner for serving as a member of the Recreation Commission. Second by Gonyer with a unanimous vote.

Selectman Gonyer moved to sign the following appointments.

- **Jeanne Maggio as a Gale Library Trustee Alternate with an expiration date of March 31, 2017**
- **Julie Lamere as a Gale Library Trustee Alternate with an expiration date of March 31, 2017**
- **Annie Collyer as a member of the Recreation Commission with an expiration date of April 30, 2019**

Second by Donovan with a unanimous vote.

Selectman Gonyer addressed requisition #2348 from the Transfer Station for repairs to the Kubota Tractor. 1st estimate is for a new windshield in the amount of \$1,352.53 and the 2nd estimate for additional repairs in the amount of \$4,509.86.

Town Administrator Wrigley explained that the town encumbered funds last year to fix the windshield therefore we need to move forward with that repair. The second estimate is for additional repairs which was not planned and questioning how much of this work must be done. The Board talked about obtaining another estimate; have the windshield fixed only for now.

Town Administrator Wrigley added that she spoke with Road Agent Mike Pivero who offered to pick up the tractor once the windshield has been fixed and bring it back to the Transfer Station at no cost. He will then take a look at the

tractor and give his opinion on what needs to be done. Selectman Gonyer offered to work on contacting Tom and Mike to coordinate this work.

- Adjourn

Selectman Foote moved to adjourn at 8:01pm. Second by Gonyer with a unanimous vote.

Respectfully Submitted,

Mary Winglass, Office Manager