



Office of the Board of Selectmen
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NEWTON BOARD OF SELECTMEN
DATE: THURSDAY, JANUARY 14, 2021
TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD AND
ZOOM CONFERENCING

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, Secretary Diane M. Morin and Bookkeeper Kim Hughes. Selectmen Lawrence B. Foote, Kathryn Michaels, Charles R. Melvin Sr., and Town Administrator Nancy J. Wrigley were utilizing Zoom Video Conferencing. The public meeting was videotaped; the public meeting minutes were transcribed and typed by Secretary Morin.

Chairman Burrill read the following:

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 a physical location to observe or listen contemporaneously to this meeting, but there is not a quorum of Selectmen at this location 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. 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. In the event the public is unable to access the meeting, the Board will decide whether the meeting will be adjourned and rescheduled. Please note that all votes taken will be done with a roll call vote.

II. Scheduled Business

A. Review 2021 proposed Town budgets

Chairman Burrill stated that the Board will be reviewing the proposed 2021 budgets to present them to the residents at the Public Hearing scheduled for January 18, 2021.

a. Planning Board

Secretary Morin reviewed the change to the Planning Board budget. \$10,000.00 was removed from the legal line item and placed it in the proposed 2021 Legal budget.

Selectman Gonyer moved to accept the revised 2021 proposed Planning Board budget into the 2021 draft Town budget. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

b. Legal

Selectman Gonyer moved to accept the revised 2021 proposed Legal budget into the 2021 draft Town budget. Seconded by Selectman Michaels. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

c. Transfer Station

Selectman Gonyer reviewed the changes to the budget that the Board recommended. Line item repairs was increased from \$500.00 to \$6,000.00 to cover the repairs needed for the tractor. Groundwork line item was increased from \$5,000.00 to \$5,800.00.

Selectman Gonyer moved to accept the revised 2021 proposed Transfer Station budget into the 2021 draft Town budget. Seconded by Selectman Michaels. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

d. General Government Buildings

Chairman Burrill explained that this budget contains the repairs needed for Town buildings. He reviewed the different options. Option 1 would include all the needed repairs at the Police Station, Library, Town Hall, and the Marshal Property. The increase to the proposed budget would be 5% over the 2020 budget. Option 2 provides a prioritized list of repairs such as replacing the Library roof, fixing the Police Station lobby to be ADA compliant, leveling the floor in the Clerk's Office and repairing the outside steps to the Selectmen's Office. These repairs would be an increase of 2.4% over the 2020 budget. The 3rd option was to not do any repairs which would be an increase of 2.17% over the 2020 budget.

Chairman Burrill proposed using the proceeds from the sale of the old fire station and place it into the Town Building Capital Reserve Fund. A warrant article would need to be presented to the voters to transfer the funds from the unassigned fund balance. There would be no tax impact and the funds could be used to repair and maintain Town buildings.

Selectman Michaels asked if the funds could be used to offset the cost of the sprinkler system should it be needed? Chairman Burrill stated that there are still funds available in the Fire Station Bond that would be used first. If needed, the Town Building Capital Reserve Fund could be used.

Selectman Gonyer asked if the Selectmen can expend the funds in the Town Building Capital Reserve Fund or is a warrant article needed. Bookkeeper Hughes stated that the Selectmen are the fiscal agents of the fund and that the Trustees of Trust Funds are the managers.

Selectman Gonyer stated that if the article does not pass, then the repairs would not be able to get done. She would like to see the prioritized repairs in the budget. Bookkeeper Hughes reviewed the repairs under option 2.

Secretary Morin stated that the Gale Library Building Fund could be used to repair the library roof. She explained that there are no fiscal agents to expend the fund. Warrant article 5 asks the voters to name the Selectmen as fiscal agents.

Upon further discussion, the Board agreed with presenting a warrant article as described above and recommend placing the prioritized repairs in the 2021 proposed General Government Building budget.

Selectman Gonyer moved to accept the 2021 proposed option 2 General Government Building budget into the draft 2021 Town budget. Seconded by Selectman Michaels. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

e. Town Default

Chairman Burrill stated that the proposed Town budget would be \$3,693,448 for 2021.

Selectman Gonyer moved to accept the proposed 2021 proposed budget as amended for the final warrant article. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Chairman Burrill stated the default Town budget would be \$3,678,940.00 for 2021.

B. Review updated and new warrant articles

Bookkeeper Hughes recommends revising article 4 to use the Town Buildings Capital Reserve Fund and to place money received from the proceeds of the sale of the old fire station into the fund. Currently the proceeds are in the unassigned fund balance. The Board discussed placing the entire proceeds from the sale of the old Fire Station into the Town Buildings Capital Reserve Fund. Selectman Gonyer stated that \$300,000.00 of the \$357,200.00 could be placed in the fund and the remainder could be used to offset the tax rate. The Board agreed to amend article 4 using the Town Buildings Capital Reserve Fund and placing \$300,000.00 in it.

Selectman Gonyer moved to replace article 4 with the new language as described above. Seconded by Selectman Michaels. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

Secretary Morin reviewed article 5 which will name the Selectmen as the fiscal agents for the Gale Library Building Fund. Article 6 was amended to have more details in it.

Town Administrator Wrigley reviewed article 9. There was an increase in the cost to lease the SCBA (Self Contained Breathing Apparatus). She reviewed article 15 which was the same wording as last year. They are requesting an additional \$1,500.00 for a total of \$2,500.00 to support the Lake Host Program.

Town Administrator Wrigley stated that the tax impact numbers will be available Monday.

C. Marshall House roof

Secretary Morin explained that she is still waiting for a quote to repair or cover the roof at the Marshall House. She had a previous estimate of \$6,900.00 to repair the roof. The Board discussed whether to repair or cover the roof until more quotes can be received.

Selectman Michaels moved to make emergency repairs to the Marshall House roof not to exceed \$1,000.00 to be performed as soon as possible. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Michaels – aye, Foote – aye, Melvin – aye.

III. Adjourn

Selectman Gonyer moved to adjourn at 6:44pm. Seconded by Selectman Michaels with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary