



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

November 15, 2016 Board of Selectmen Minutes

Office of the Board of Selectmen

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NEWTON BOARD OF SELECTMEN

DATE: TUESDAY, November 15, 2016

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

- Call to Order

Chairman Doggett called the meeting to order at 6:04 pm.~ In attendance were Selectmen James L. Doggett, Chairman, Matthew A. Burrill, Vice Chairman, Lawrence B. Foote, Lisa L. Gonyer and Town Administrator Nancy J. Wrigley.~ The public meeting was recorded and audiotaped; minutes were transcribed and typed by Gail LeBlanc.~ The nonpublic meeting minutes were transcribed and typed by Town Administrator Nancy J. Wrigley.~ Selectman Robert S. Donovan, Jr. was excused this evening.

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

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Selectman Foote moved to go into Nonpublic Session at 6:04 pm under RSA 91-A: 3 II (a) – (c) HR Matters.~ Second by Selectman Gonyer with a unanimous roll call vote: Doggett – aye, Burrill – aye, Foote - aye, Gonyer - aye.

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Selectman Foote moved to come out of non-public at 6:45 pm.~ Second by Selectman Gonyer with a unanimous roll call vote:~ Doggett – aye, Burrill - aye, Foote – aye, Gonyer - aye.

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Selectman Burrill moved that the Board of Selectmen just came out of Nonpublic Session under RSA 91-A:3 II (a) – (c) – HR Matters and to keep all matters confidential until in the majority of the opinion of the Board Members, the circumstances no longer apply except to announce one full-time hire.~ Second by Selectman Gonyer with a unanimous vote.

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- Pledge of Allegiance

Chairman Doggett led the assembly in the Pledge of Allegiance.

- Approval of Minutes

Selectmen's Public and Nonpublic Meeting Minutes dated November 1, 2016.

Selectman Burrill moved to accept the Selectmen's Public and Nonpublic Meeting minutes dated November 1, 2016 as written. Second by Selectman Foote with unanimous vote.

- Scheduled Business
- **Chief Building Inspector RE: Rental Housing Ordinance**

Chief Building Inspector Ronald LeMere addressed the Board of Selectmen with a proposed Rental Housing Ordinance which would address insuring that rental units are safe and they meet with life safety standards. Properties would be inspected to make sure they are rodent free, all electrical systems and plumbing systems are installed correctly and to insure that the roof and walls are free of defects. Porches and decks must meet safety standards. Property must be clear of any garbage/trash. Heating systems will be free of gas/oil leaks. There will be adequate supply of water and hot water. The purpose of the ordinance is to be proactive against problems by having inspections up front. There would be fees associated with inspections. There will be no fees in the initial implementation of the ordinance/inspections. The Fire Department would check smoke alarms and egress.

Selectman Burrill moved to schedule the Rental Housing Ordinance public hearing in the next few weeks. Selectman Foote second the motion.

Chairman Doggett asked if there was any more discussion. Selectman Burrill made an amendment to his motion that the Board of Selectmen would determine the best way to go forward with the motion and determine the correct procedure whether the Ordinance goes to public hearing or goes in the form of a Warrant Article. The Board of Selectmen will consult with legal counsel. **All in favor.**

- **2017 Proposed Budget Review**

Recreation Commission Recreation Chair, Bob Fagan, appeared before the Board. He stated that the Recreation Commission is requesting a 0% increase, with a budget figure of \$11,000.

Selectman Foote moved to accept the Recreation Commission budget as proposed for inclusion in the overall budget. Second by Selectman Gonyer with a unanimous vote.

Building Department Chief Building Inspector Ronald LeMere appeared before the Board. R. LeMere stated that the Building Department is requesting a 0% increase, with a budget figure of \$20,402.

Selectman Burrill moved to accept the Building Department budget as proposed for inclusion in the overall budget. Second by Selectman Foote with unanimous vote.

Highway Department Road Agent Mike Pivero appeared before the Board. M. Pivero stated that the Highway Department budget is the same as the default budget they are currently working under in the amount of \$344,044.

Selectman Burrill moved to accept the Highway Department budget as presented for inclusion in the overall budget. Second by Selectman Foote with unanimous vote.

Conservation Commission

Selectman Burrill moved to accept the Conservation Commission budget as presented in the amount of \$2,933 for inclusion in the overall budget. Second by Selectman Gonyer with unanimous vote.

Transfer Station The review of the Transfer Station budget proposal will be tabled until the next meeting.

- **Fire Department – Use of Bay #6 and #7 – 8 Merrimac Road**

Fire Chief John Alcaidinho appeared before the Board. Chief Alcaidinho is requesting the use of Bays #6 and #7 at 8 Merrimac Road. The bays are now open. They have clean water and heat. Currently the Town's Forestry Truck and the Town's Hummer are stored in Bays #1 and #2. There is no heat in these bays.

Selectman Gonyer motioned to approve the Fire Department to move its equipment and apparatus from Bays #1 and #2 to Bays #6 and #7 at 8 Merrimac Road. Second by Selectman Burrill with unanimous vote.

- **Request to Carry Over PTO**

Selectman Gonyer moved to allow Cheryl Saunders to carry over 6.25 hours of PTO into 2017. Second by Selectman Foote with unanimous vote.

- **Cable Franchise Fee**

Selectman Gonyer moved to sign the letter to the Town Bookkeeper to prepare a check in the amount of \$14,923.98 to go to the cable revolving fund. Second by L. Foote with unanimous vote.

- **Open Solid Waste Disposal Bids**

The Town received two bids: Waste Management and G. Mello Disposal. Bids will be opened at a later time so that a proper review may take place. Bids need to be looked at to make sure all criteria of the RFP have been addressed. Bids will be reviewed and discussed at the December 6th Board of Selectmen meeting.

- **Open Town Buildings and Greenie Park Landscaping Bids**

The Town received two bids: T&M Property Maintenance and Great Horizons. Bids will be reviewed and discussed at the December 6th Board of Selectmen meeting.

- **Virtual Town Hall Upgrade**

Selectman Gonyer stated she was in favor of pursuing this. She said that currently there is only one license per seat and for that reason only one person is cable of content editing. She will confirm with VTH that the new version no longer has that kind of licensing and isn't that expensive.

One feature that she likes is that you can have different permissions for different content editors. She has reviewed some of the other sites and thinks they look good/more current. There is a one- time cost of \$5,000.00. The Board will look into this further.

- I. **Per RSA 31:95b to accept unanticipated funds** in the amount of \$300 from Weber Auto & Truck Parts Corp. to the Newton Food Pantry.

Selectman Foote moved, per RSA 31:95b, to accept \$300.00 for the Newton Food Pantry. Second by Selectman Gonyer with a unanimous vote.

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

Selectman Burrill moved to appoint Vincent Murphy as an Alternate member to the Newton Recreation Commission from this date to expire March 31, 2019. Second by Selectman Gonyer with a unanimous vote.

Selectman Foote moved to sign the Vendor Manifest dated November 2, 2016 in the amount of \$60.00. Second by Selectman Burrill with a unanimous vote.

Selectman Foote moved to sign the Vendor Manifest dated November 15, 2016 in the amount of \$73,499.50. Second by Selectman Gonyer with a unanimous vote.

Selectman Foote moved to sign the Payroll Manifest dated 10/30/16 for work period 10/30/16 through 11/19/16 with a pay date of 11/17/16. Second by Selectman Gonyer with a unanimous vote.

Selectman Burrill moved to sign the NH Retirement Certificate form for the newly appointed full time police officer. Second by Selectman Gonyer with a unanimous vote.

Selectman Burrill moved to approve the tax abatement for town owned property, Property ID Number 12-1-1, as recommended by Town Assessor, Andrea Lewy. Second by Selectman Gonyer with unanimous vote.

Selectman Gonyer moved to approve the tax abatement for town owned property, Property ID Number 12-2-22-2, as recommended by Town Assessor, Andrea Lewy. Second by Selectman Foote with unanimous vote.

Selectman Gonyer moved to approve Requisition #2638 for the Senior Luncheon at the Roma Restaurant on 12/14/16 and table center pieces to come from senior warrant article #12. The cost of 70 lunches - \$1,333.50 and 13 centerpieces - \$65.00. Second by Selectman Burrill with a unanimous vote.

Chairman Doggett moved to adjourn at 7:58 PM. Second by Selectman Gonyer with unanimous vote.

Respectfully submitted,

Gail M. LeBlanc