



**Office of the Board of Selectmen
2 Town Hall Road, Newton, NH 03858
Tel: 382-4405 Option 5 Fax 382-9140**

www.newton-nh.gov

NEWTON BOARD OF SELECTMEN

DATE: 30, August 2022

TIME: 6:00PM

**LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD and
ZOOM CONFERENCE CALL**

PUBLIC MEETING MINUTES

Zoom Conference phone number 929-205-6099

Meeting ID 818 7979 5674

<https://us02web.zoom.us/j/81879795674>

I. Call to Order

Chairman Burrill called the public meeting to order at 7:02pm. In attendance were Selectmen Matthew A. Burrill, Chairman, Robert Marchand Jr, Vice-Chairman, Charles R. Melvin Sr., Michael Connolly, and Town Administrator Mark Andrews, also Recording Secretary James L. Doggett. The public meeting was videotaped; the public meeting minutes were transcribed and typed by Mr. Doggett.

Selectman Lawrence Foote was not present.

II. Scheduled Business

A. Seal non-public minutes

Selectman Marchand **Moved** that the Board had just came out of a non-public session under RSA 91-A: 3 II (a) and (c) and that they keep all matters discussed confidential until in the opinion of the majority of the Board the circumstances no longer apply except to provide the Bookkeeper with the necessary information for payroll; Selectman Melvin seconded the motion. The **VOTE** was unanimous

Selectman Burrill introduced the new Town Administrator, Mark Andrews. Mr. Andrews gave some of his background and thanked the Selectmen for the opportunity to serve the town.

B. ARPA/EOC update

Ms. McCarthy gave her report. She stated that the U.S. Department of the Treasury has issued a new, 168-page list of guidelines for which they had purchased new binders (see under manifests). She noted that Mr. Joseph Simone had been elected vice-chair of the ARPA committee. She gave a breakdown of the ARPA stipends given to fire department personnel and that those not eligible would receive them in December dependent on their hire-date.

Ms. McCarthy discussed the expansion of the parking at Greenie Park and replenishing the fall zone woodchips in the play area. She also spoke about getting an inventory of supplies from the

Recreation Committee as a start to assist them in potentially acquiring those item they need, or which need to be replaced.

Ms. McCarthy spoke about the potential for a new generator for the Transfer Station (they had received 4 quotes) and a well. She went on to discuss then need for the Transfer Station to be open during time of weather-related emergencies and a generator which can keep the entire site running. She talked about the employees there and their need to have that ability to wash their hands and sanitize as needed.

The Selectmen discussed the costs of these items and decided to take them on a case-by-case basis as regards the need to get sealed bids versus quotes.

Ms. McCarthy expounded on the need to have secured doors on the EOC facilities at a cost of \$7,147.00 and asked the Selectmen to approve that expenditure.

Selectman Marchand **MOVED** to pay, from the ARPA funds, Seacoast Security the amount of \$7,147.00 to for the upgrade of the keypads and access to the fire station; Selectman Melvin seconded the motion. The **VOTE** was unanimous.

Ms. McCarthy spoke about the security cameras for town properties. She stated that the committee would be visiting a firm in September to view potential units and their performance.

Next, Ms. McCarthy addressed the upgrading of the Planning Board/ Zoning Board of adjustment's printer and that the committee suggested a Haverhill company to supply a 36-inch scanner/printer/copier and that a requisition would be before the Board for their next meeting.

Ms. McCarthy then spoke about portable filters for the Town Hall and Library for which a requisition will be before the Board at their next meeting.

Finally, Ms. McCarthy informed the Board that the Town had receive the grant for which she had applied. These monies would be used to cover the cost of a striker stretcher in the amount of \$49,981.00 and she discussed the benefits of having one.

As her parting comments she reminded everyone that COVID-19 was still an issue and if you're sick please don't come in and infect the people in Town Hall; if somebody in your family is sick and you have to come to Town Hall please wear a mask, even if you're have no symptoms, to protect the town employees; the bottom line is if you're sick, please, stay home.

The Board discussed increasing the limit of the purchase policy and decided that these issues would be handled on a case-by-case basis.

C. E9-1-1 Liaison

The Board discussed with Ms. McCarthy the need for an E9-1-1 Liaison. Selectman Marchand **MOVED** to have the Town Administrator be the primary liaison and the Chair of the Selectboard as the secondary liaison; Selectman Melvin seconded the motion. The **VOTE** was unanimous.

D. Primary Election

- a. Setup and tear down booths at Fire Station for election.

The Selectmen discussed the issue and determined that they would ask the Facilities Maintenance Technician to assist the Transfer Station employees in erecting the booths the day prior (September 12th) to the Primary Election.

b. Selectmen coverage for September 13th, 2022.

All of the Selectmen agreed to be in attendance as their schedules would allow and to have a proxy available to step in if need be.

E. DRA 2022 MS-1 Summary Inventory of Valuation

Mr. Andrews presented the Summery Inventory of Valuation for the Town of Newton, a report issued by the NH DRA to list the value of all real estate in the town. The net valuation after exemptions, is \$652,729,145 (Line 21A of the 2022 MS-1.)

Selectman Connolly **MOVED** to adopt the 2022 MS-1 Summery Inventory of Valuation for the Town of Newton; Selectman Melvin seconded the motion. The **VOTE** was unanimous.

F. Timber Yield Tax bill

This item concerned the taxes due for the yield of cut timber. After a brief discussion:

Selectman Marchand **MOVED** to bill the owners of Tax Map 5, Block 5, Lot (10-6) the amount of \$1,169.56 for the timber yield tax; Selectman Melvin seconded the motion. The **VOTE** was unanimous.

III. Other Business

A. Manifest

Selectman Melvin **Moved** to sign vendor manifest dated August 30, 2022, in the amount of \$1,286,989.15 of which, \$1,225,661.00 is the September Sanborn Regional School District payment, \$48.00 is covered under ARPA for office supplies and \$5,436.90 from ARPA monies for the deposit on the purchase of the Fire Boat. Selectman Marchand seconded the motion; The **VOTE** was unanimous.

Selectman Melvin **Moved** to sign Cable Revolving Fund manifest dated August 30, 2022, in the amount of \$1,438.55. Selectman Marchand seconded the motion; The **VOTE** was unanimous.

Selectman Melvin **Moved** to sign payroll manifest for pay period August 14 - 27, 2022, with a pay date of September 1, 2022. Total payroll is \$93,393.82 which includes \$644.02 ARPA administrative costs and \$38,528.53 in stipends to the Fire Department employees; Selectman Marchand seconded the motion. The **VOTE** was unanimous.

B. Minutes

Selectman Melvin **Moved** to accept the non-public and public meeting minutes dated August 16, 2022, as written; Selectman Marchand seconded the motion. The **VOTE** was unanimous.

Selectman Melvin **Moved** to accept the non-public and public meeting minutes dated August 22, 2022, as written; Selectman Marchand seconded the motion. The **VOTE** was unanimous.

IV. Announcements

Selectman Burrill made the following announcements:

September 13th 8AM to 8PM State Primary voting will be done at the at 8 Merrimack Road.

Cheque local listings for sale of tickets to the September 15th Senior Old Home Day Barbecue. They are looking for local officials to help cook and serve the food.

On September 17th , from 11AM to 4PM Old Home Day will be celebrated at the Memorial School fields.

The next meeting of the Newton Board of Selectmen will be on Tuesday, September 20th, 2022.

V. Adjourn

Selectman Marchand **MOVED** to adjourn at 7:55PM; Selectman Melvin seconded the motion. The **VOTE** was unanimous.

Respectfully submitted,

James L. Doggett
Recording Secretary