



**Office of the Board of Selectmen
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NEWTON BOARD OF SELECTMEN

DATE: TUESDAY, February 21, 2023

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 meeting to order at 6:00pm. In attendance were Selectmen Matthew A. Burrill, Chairman, Robert Marchand Jr, Vice-Chairman, Charles R. Melvin Sr., Michael Connolly, Jim O'Mara, Interim Town Administrator, and Selectmen's Secretary Diane M. Morin. The public meeting was videotaped. The non-public session minutes were transcribed and typed by Interim TA O'Mara. The public meeting minutes were transcribed and typed by Secretary Morin.

Selectman Lawrence Foote was not present.

Nonpublic Session under RSA 91-A:3 II (c) – Reputation

Selectman Marchand moved to go into non-public session at 6:00pm under RSA 91-A: 3 II (c) -- Reputation. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

Selectman Marchand moved to close the non-public session at 6:05pm. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

Selectman Marchand moved to go into non-public under RSA 91-A:3 II (a) – Dismissal, promotion, or compensation of any public employee at 6:15pm. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

Selectman Melvin moved to close the non-public session at 6:58pm. Seconded by Selectman Marchand. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

II. Scheduled Business

A. Seal non-public minutes

Selectman Marchand moved that the Board just came out of a non-public session under RSA 91-A: 3 II (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/Payroll Administrator with the necessary information for payroll. Seconded by Selectman Melvin with a unanimous vote.

B. ARPA/EOC update

Acting Emergency Management Director (AEMD) Trisha McCarthy informed the Board that internet service for the Town Beach and Greenie Park will be installed by Consolidation Communications.

The voting booths have been received. She stated that Town Clerk MaryJo McCullough and herself were able to setup a booth in 10 minutes. However, the booths will need curtains. The curtains will be ordered at a cost of about \$2,000.00 and should be available in time for the elections.

The ARPA workgroup is still waiting for more quotes from the library for an HVAC system. They have spoken with a few of the companies that provided quotes and were informed that the current system is a "workhorse" and will probably last a very long time. The group then asked the companies for anything the current system might need such as a condenser.

The group is still researching expanding the Greenie Park parking lot. About 100' of trees may need to be cut. The Conservation Commission has been made aware of this.

The plan to have a building to house restrooms and an area for employees to eat at the Transfer Station is still being worked through. AEMD McCarthy stated that after speaking with an NHMA legal advisor, the possibility of using a construction trailer as the building is viable option. ARPA funds could be used if the trailer is mobile instead of placing it on cement slab.

She has written another grant in the amount of \$8637.84. After May 11, 2023, the grants for the electronic message board and supplies will no longer be available.

She is still working on the twin culvert grant .

Financials reports from the December 23, 2022, storm are being finalized. If the threshold is reached, the funds will be used to reimburse departments that were involved during and after the storm.

Selectman Marchand stated that he would be interested in what the CDC will classify COVID after May 11th. AEMD McCarthy will keep the Board apprised to what actions the CDC takes.

Selectman Melvin asked about the voting booth curtains if they are tall enough to prevent someone being able to see over the booth. AEMD McCarthy stated that Town Clerk McCullough and herself are looking into it.

Chairman Burrill asked if the old voting booths will be needed. She does not think they will be needed.

Town Clerk McCullough addressed the Board via Zoom. She stated that tall voters should be able to clear the entrance to the voting booth and that there is petition that can be installed to make it difficult for tall voters to see over the top of the booth

C. Requisition ARPA-2023-004 – strobe light for boat

Selectman Marchand asked AEMD McCarthy if this is the correct light kit for the boat. AEMD McCarthy stated that she confirmed with the manufacturer that it was.

Selectman Marchand moved to sign requisition ARPA-2023-004 in the amount of \$243.53 for a strobe light kit for the rescue boat. Funds to come from the ARPA Fund. Seconded by Selectman Melvin with a unanimous vote.

D. Rescind Requisition TS-2023-001 -- DES application fee

Selectman Marchand moved to rescind requisition TS-2023-001 in the amount of \$2,000.00. The Town is exempt from having to pay the DES application fee. Seconded by Selectman Melvin with a unanimous vote.

III. Other Business

A. Transfer Station – Construction trailer

Selectman Melvin stated that Police Chief Jewett thought there might be a trailer available from the school district. Selectman Melvin will contact the school district and see if one is available.

B. Manifest

Selectman Melvin moved to sign vendor manifest dated February 15, 2023, in the amount of \$89,156.00. Seconded by Selectman Connolly with a unanimous vote.

Selectman Melvin moved to sign payroll manifest pay period January 29 – February 11, 2023, with a pay date of February 16, 2023. Total payroll is \$79,914.11 which includes \$347.13 ARPA administrative costs Seconded by Selectman Connolly with a unanimous vote.

C. Veterans Tax Credit

Selectman Melvin moved to sign veterans tax credit for tax map 11-7-38 beginning tax year 2024. Seconded by Selectman Connolly with a unanimous vote.

Selectman Melvin moved to sign 2 veterans tax credit for tax map 13-3-12 beginning tax year 2023. Husband and wife both qualify. Seconded by Selectman Connolly with a unanimous vote.

IV. Approval of Minutes

Selectman Melvin moved to accept the non-public and public meeting minutes dated February 7, 2023, as written. Seconded by Selectman Marchand with a unanimous vote.

V. Announcements

Chairman Burrill announced Candidate's Night will be held on February 23, 2023, beginning at 6:30pm.

Chairman Burrill announced that he will not be present for the Selectmen's March 7 meeting.

Chairman Burrill and Selectman Marchand will at the Town elections all day on March 14, 2023. Selectman Melvin and Connolly are running for office. They will name a protem to represent them.

VI. Adjourn

Selectman Melvin moved to adjourn at 7:35pm. Seconded by Selectman Connolly.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary