



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

DATE: Tuesday, June 6, 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>

1. Call to Order

Chairman Marchand called the meeting to order at 6:01pm. In attendance were Selectmen, Robert Marchand Jr., Chairman, Matthew Burrill, Joseph Simone, James O'Mara, Interim Town Administrator (ITA), and Selectmen's Executive Assistant, Robyn Sparks (EA). The public meeting was taped. The public meeting minutes were transcribed and typed by Executive Assistant Sparks.

Michael Connolly, Vice Chairman and Daniel Guide, Selectman, absences were excused from this meeting.

There were no agenda items for the non-public session.

2. Pledge of Allegiance

3. Board of Appointments

3.1 Trustee of the Trust Funds

Selectman Burrill stated there was one applicant, Nancy Kozlowski for the open vacancy for Trustee of the Trust Funds.

Selectman Simone moved to appoint Nancy Kozlowski as the Trustee of the Trust Funds with term to expire March 2024. Seconded by Selectman Burrill. 3-0 with a unanimous vote.

4. Citizens Input

Matt Burrill of Overlook Drive stated the Memorial Day Parade was a successful event. However, it continues to lack participation from not only residents, but organized groups, such as the High School band. He would like to strategize over the next year to elevate the level of participation from the community.

Trisha McCarthy of Wallace Street stated that the Memorial Day Parade is a sentimental event and welcomed members of the community to participate.

5. Administration

5.1 ARPA/EOC Update

Trisha McCarthy, Emergency Management Director (EMD) provided an ARPA and EOC update. EMD McCarthy stated that she has begun installing the Molekule filters in town offices.

EMD McCarthy stated that she is working with Jack Kozec to get the propane tank installed at the Transfer Station for the generator.

EMD McCarthy participated in a Hazard Mitigation Meeting. She stated that the town must stay current with the Local Mitigation Plan in order to receive grants. A new plan is required every 5 years and each employee who reads it should then notify McCarthy, so they can be counted for the Grant Match. EMD McCarthy, stated she is currently compiling Public Damage Assessment for May flooding event. Although, Rockingham County may not qualify, she will later provide an update.

EMD McCarthy, stated she recently participated in a Homeland Security meeting, in which the evacuation maps were updated. She is working with Homeland Security to secure funds for evacuation items needed such as cones, barricades, and signs.

EMD McCarthy stated that the town has an emergency siren at the former fire station, and it needs to be tested. She will work collaboratively with the Select Board and Town Administrator to do so.

EMD McCarthy stated that she was not notified, but the levels of bacteria at the town beach have been re-tested. The beach is now open to the public.

5.2 JMPS Contract Update

ITA O'Mara stated he wanted to provide an update on the JMPS Contract, in which the town is bound until 2024. Upon expiration of the contract, the town will work on seeking one vendor townwide for services, as discussed in the last Select Board Meeting.

5.3 Planning Board Tax Map 14-1-27-4

James Doggett, Administrative Assistant to the Planning Board (AA), issued the Select Board a map for TAX Map 14-1-27-4 and a list including 19 deficiencies for the related property ([see attached](#)).

AA Doggett, then presented a Planning Board Map for Tax Map 14-1-24-4, this document is an approved plan dated May 2015. The deficiencies were highlighted on the map. He stated that none of the agreed upon plans to the property have been executed by the developer. AA Doggett stated that the property includes several elements of non-approved landscaping features. He stated that the newly added features conflict with safety standards and are code violations.

AA Doggett on behalf of the Planning Board asked the Board of Selectmen to enforce code via the Code Enforcement. AA Doggett stated this action would be supported by several complaining abutters to the property.

Roger Hamel a Sargent Woods resident and member of the Zoning Board of Appeals stated that the developer withdrew the approved planning board plan on May 9th, which leaves all the violations unaddressed. Mr. Hamel then asked the Select Board to require the developer to seek a resolution with the Planning Board via Code Enforcement.

Selectman Burrill motioned to direct the Code Enforcement Officer to exercise his power to ensure that the site is in proper compliance. Seconded by Selectman Simone. 3-0 with a unanimous vote.

6. Staff Reports

6.1 Road Agent

Chairman Marchand stated that the Road Agent's update will be postponed until next meeting, because Road Agent Mike Pivero is unable to attend tonight's meeting.

7. Approvals

7.1 Accept and Expend Health Trust Wellness Check

ITA O'Mara stated that the town has received an annual check from Health Trust, he will discuss ways to spend it at the Department Head meeting next week.

Selectman Simone motioned to accept and expend the amount of \$500.00 from Health Trust to create staff wellness programs and encourage healthy habits for on site. Seconded by Selectman Burrill . 3-0 with a unanimous vote.

7.2 Air Cleaning Specialist

Selectman Simone moved to allow the Town Administrator on behalf of the Board of Selectman and Fire Department to sign the renewal contract for Preventative Maintenance Agreement for the Plymovement. Seconded by Selectman Burrill. 3-0 with a unanimous vote.

7.3 Land Use Change Tax

Selectman Burrill moved to approve the Tax Collector's Land Use Change Tax Warrant for Tax Map 16-4-1-1 in the amount of \$17,000.00. Seconded by Selectman Simone. 3-0 with a unanimous vote.

Selectman Burrill moved to approve the Tax Collector's Land Use Change Tax Warrant for Tax Map 16-4-1-1A in the amount of \$17,500.00. Seconded by Selectman Simone. 3-0 with a unanimous vote.

7.4 Requisitions

Selectman Simone moved to sign requisition 1062 FD for the fire uniforms, provided by Firematic, Inc in the amount of \$7,210.00. Funds to come from the Fire Department Protective Clothing approved line item # 4220309 . Seconded by Selectman Burrill. 3-0 with a unanimous vote.

7.5 Manifests

Selectman Simone moved to sign vendor manifest dated June 6th, 2023, in the amount of \$65,185.99. Seconded by Selectman Burrill. 3-0 with a unanimous vote.

Selectman Simone moved to sign Cable Revolving Fund dated June 6, 2023, in the amount of \$17,204.03. Seconded by Selectman Burrill. 3-0 with a unanimous vote.

Selectman Simone moved to sign payroll manifest for pay period May 21st – June 3rd 2023, with a pay date of June 8th 2023. Total payroll is \$72,738.59 which includes \$139.52 in ARPA administrative costs. Seconded by Selectman Burrill. 3-0 with a unanimous vote.

7.6 Minutes

Selectman Burrill moved to accept the public meeting amended minutes dated May 2, 2023, as amended. Seconded by Selectman Simone. 3-0 with a unanimous vote.

ITA O'Mara stated that the minutes from May 2, 2023, contained an error in Land Use Change Tax, the information for Tax Map 1-1-2 was incorrect. The amended minutes include the correct Tax Map lot 5-1-1-2

Selectman Burrill moved to accept the public meeting minutes dated May 16, 2023, as written. Seconded by Selectman Simone. 3-0 with a unanimous vote.

Selectman Burrill moved to accept the non-public meeting minutes dated May 30, 2023, as written. Seconded by Selectman Simone. 3-0 with a unanimous vote.

8. New/Old Business

8.1 Selectman Goals/Objectives

Selectman Burrill stated that he wanted each Selectman to work on the ideology of the Goals and Objectives . EA Sparks stated that there are related documents located on the SharePoint webpage, that each Selectmen can access and edit.

Trisha McCarthy of Wallace Street asked if the Board of Selectmen meeting would be rescheduled for the week of July 4th.

Selectman Burrill stated that in past years the Selectboard has only had one meeting, in July. The meeting schedule will be addressed at the next Select Board meeting.

9. Adjournment

Chairman Marchand moved to adjourn at 6:53 PM.

Respectfully submitted,

Robyn Sparks

Robyn Sparks
Executive Administrative Assistant