



**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: Tuesday, July 18, 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. Selectmen in attendance were Chairman Robert Marchand Jr., Matthew Burrill, Daniel Guide, and Joseph Simone. Also in attendance were James O'Mara, Interim Town Administrator (ITA), and Selectmen's Executive Assistant, Robyn Sparks (EA). Due to technical difficulties only a portion of the public meeting was taped. The public meeting minutes were transcribed and typed by Executive Assistant Sparks.

Vice Chairman Michael Connolly entered the meeting via phone @ 6:10PM and was present via Zoom the rest of the session and roll call was taken by Chairman Marchand.

2. Pledge of Allegiance

3. Board of Appointments

3.1 Recreation Alternate Member & Reorganization of the Board.

Selectman Burrill moved to appoint Amanda Aiello to the Recreation Commission as an alternate member with a term to expire March 2026. Seconded by Selectman Simone. 4-0 with a unanimous vote.

Selectman Burrill acknowledged the reorganization of the Recreation Commission is as follows: Rick Faulconer- Chairman, Christine Kuzmitski – Vice Chairman, Peggy Connors – Member, Sue Mears – Member, Joe Simone -Member, William Harding – Alternate, Amanda Aiello – Alternate, Selectman Matt Burrill – Ex Officio (2023); and Patricia Masterson – Secretary.

3.2 Supervisor of the Voter Checklist

Selectman Simone moved to appoint to Anthony Aiello as Supervisor of the Voter Checklist with a term to expire in March 2024, immediately following the election. Seconded by Selectman Burrill. 4-0 with a unanimous vote.

4. Citizens Input

No Comment.

Please check subsequent minutes for approval of and/or amendments to these minutes

5. Administration

5.1 Recognize and accept \$100.00 Donation to the Food Pantry.

Selectman Simone moved to accept and expend unanticipated funds for the Food Pantry in the amount of \$100.00 from James Marino, pursuant to New Hampshire RSA 31:95-b. Seconded by Selectman Guide. 4-0 with a unanimous vote.

5.2 Resignation of Health Officer

Selectman Simone moved to accept the resignation of Health Officer Michael Franzoso effective June 28, 2023, with regret, thanks, and gratitude. Seconded by Selectman Burrill. 4-0 with a unanimous vote.

5.3 Application for Health Officer Job Description

Vice Chairman Conolly entered the meeting via phone. Chairman Marchand took roll call.

ITA O'Mara stated that he wanted to acknowledge Mike Dorman, who is the Health Officer for neighboring towns, who has stepped up and helped with the septic applications. ITA O'Mara stated that the vacancy is posted on the Town's website along with a job description. Mike Dorman will continue in the meantime.

Selectman Guide moved to accept Mike Dorman as the Interim Health Inspector. Seconded by Matt Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

5.4 Septic Inspection Fees

ITA O'Mara stated he would like to see the Septic Inspection Fees increased from \$160.00 to \$200.00. He stated that Mike Dorman suggested the increase in fees, which would be relative to neighboring towns. The fee is broken down into 3 parts which would be increased, Test Pit is currently \$40.00 and would increase to \$50.00. The Plan Review is currently \$40.00 and would be increased to \$50.00. The Install Bed, Bottom, and Final is currently \$80.00 and be increased to \$100.00.

Selectman Simone moved to increase the total Septic Inspection Fee from \$160.00 to \$200.00 effective August 31, 2023. Seconded by Selectman Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

5.5 Electricity Aggregation Update.

ITA O'Mara stated he wanted to acknowledge the town's electrical saving as a result of the contract with Constellation. The estimated savings from November 2022 through October 2023 is \$17,022.00.

6. Staff Reports

6.1 Fire Department

Chief Alcadinho stated that June was a busy month for the Fire Department with 64 calls not including burn permits or plan / life safety reviews. This brings the total calls to 339, which compared to last year was 283. He stated more transports were done in June than all of last year.

Chief Alcadinho stated that recently someone seeking medical care drove to the Fire Station. At that time, staff was present, which is not always the case. Furthermore, Trinity's response time is upwards of 18 minutes. Time could also increase if they are in another community for a service call. Chief Alcadinho used this story to support the idea of staffing the Fire Station with EMS and Firefighters. Inhouse EMS would help fund revenue for the town.

Deputy Fire Chief John Kane presented data on Fire calls and transportation, which gives an idea of costs and revenue based on service. He presented various options with different costs outcomes to staff the building 24/7. The costs will vary along with revenue, but the staffing costs is to be an estimated upwards of \$400,000.00.

Chief Alcainho stated that the cost of the town's contract is \$135,000 annually. In house staffing would present fiscal challenges in the beginning stages, however, it would provide the benefit of offering a long term solution. Newton's Town Counsel is currently reviewing the Pride Star contract before it is approved.

Selectman Burrill stated he favors the idea of the contract based on financial figures. However, he would like to see this question on a Warrant Article. Selectman Burrill asked to take a non-binding vote, he stated he is leaning toward signing the contract and then would like to organize a plan to develop in town service. The Selectboard members were all in favor, it was a unanimous non-binding vote. Selectman Burrill stated the non-binding vote should be shared with the other Fire Chiefs waiting on the Selectboard's approval.

Selectman Simone asked Chief Alcainho the waiting period to purchase an ambulance? He responded with 18-24 months for any Fire Department equipment. The Chief was reminded by the Selectboard and ITA O'Mara to start the process to secure an ambulance to purchase.

6.2 ARPA , EOC, Conservation Updates

ARPA

Emergency Management Director Trisha McCarthy (EMD) stated at the last Selectboard meeting, she mentioned a requisition for grills and a picnic table for Greenie Park, she asked that it be approved tonight.

Selectman Burrill moved to approve ARPA Requisition 2023-012 in the amount of \$3,437.89 funds to come from ARPA. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

EMD McCarthy stated ARPA is still working on getting cameras replaced at the Town Beach & Greenie Park, a further update will be provided at a later date. The Police Department remains on the waiting list for Motorola public communications equipment for the previously approved Requisition.

EOC

Homeland Security has asked McCarthy along with the Road Agent to work on gathering information during recent flood events to see if Newton could qualify in meeting the Rockingham threshold to be considered a disaster. Together they have taken photos of roads affected by the storms.

Emergency training has been scheduled for the year and April 3, 2024 is the date of the graded drill. If the town does well, it will receive funds. McCarthy will send participants information regarding a mock drill.

Conservation

McCarthy spoke on behalf of the Conservation Commission. She stated that the State has approved the remodel of RTE 108, Amesbury Rd, and Maple Ave. The State will put the work out to bid and work will start in year 2024. The State will also pay for water testing for any wells abutting the land, before and after the work is completed.

McCarthy stated Conservation did a site walk to view the damage to the wetlands from a new construction build. A full report will be submitted to the ZBA, Planning Board, Building Department, and homeowner.

McCarthy stated the Governor has signed a new Septic Statute, which is intended to simplify the process of septic installs.

McCarthy closed by stating with the severe weather, she can assist homeowners with air conditioners and or fans if needed.

7. Approvals

7.1 Abatement Memo

Selectman Burrill moved to deny the abatement application for Map and Lot (14-1-24-4) as recommended by the town's Contract Assessor. Seconded by Selectman Guide .

Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill amended the previous motion to reflect the correct lot number: moved to deny the abatement application for Map and Lot (14-1-27-4) as recommended by the town's Contract Assessor. Seconded by Selectman Simone . Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

7.2 Intent to Cut Tax Map -22 Whitter ST

Selectman Burrill moved to acknowledge the receipt of a Notice of Intent to Cut for 22 Whitter ST, Map and Lot 6-13-2- pursuant to NH RSA 79:10. Seconded by Selectman Simone . Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

7.3 Requisition ARPA 2023-011

Selectman Simone moved to approve ARPA requisition #2023-011 to purchase curtains for the voting booths, provided by Inclusion Solutions in the amount of \$2,319.00. Funds to come from ARPA. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

7.4 Manifests

Selectman Burrill moved to approve the vendor manifest in the amount of \$170,980.35 dated July 4, 2023. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve a vendor manifest in the amount of \$1,401,818.78 dated July 18, 2023, payments include \$1,355,339.00 for the Sanborn Regional School. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve a withdrawal in the amount of \$6,418.60 from the Cable Revolving Fund, account number 391293. Payment is for Hewlett Packard Financial Services invoice in the amount of \$718.60 and to RMON Networks in the amount of \$ 5,700.00 totaling \$6,418.60. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve a withdrawal in the amount of \$1,435.34 from the Police Detail Special Account, number 244848. These funds are used to pay for vehicular (vehicle) fuel. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve the vendor manifest in the amount of \$44,647.96 dated July 18, 2023. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve payroll manifest in the amount of \$72,706.35 for pay period June 18th- July 1, 2023, with a pay date of July 7th, 2023. This manifest includes \$351.39 in ARPA administrative costs. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to approve payroll manifest in the amount of \$56,638.27 for pay period July 2nd -15th , 2023, with a pay date of July 20 ,2023. This manifest includes \$749.20 in ARPA administrative costs. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

7.5 Minutes

Selectman Burrill moved to accept the public meeting minutes dated June 20, 2023, as written. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

Selectman Burrill moved to accept the non-public meeting minutes dated June 20, 2023, as written. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.

8. New/Old Business

8.1 Selectman Goals/Objectives

Selectman Burrill stated he wants to finalize the Code of Ethics policy by Augst 1,2023.

ITA O'Mara stated State Representative Chris Pappas's office will be holding office hours in Newton Hall on August 26,2023 from 1:00PM-2:00PM, residents are welcome to attend.

Selectman Guide asked the status of the repair of the Highway phone system. ITA O'Mara explained this was a result of an RMON software upgrade. Administration is working on a resolution and will provide a status update when available.

Chairman Marchand declared the meeting adjourned at 7:47pm.

Respectfully submitted,

Robyn Sparks

Robyn Sparks
Executive Administrative Assistant