



**Office of the Board of Selectmen
2 Town Hall Road, Newton, NH 03858
Tel: 382-4405 ext. 10 * Fax 382-9140**

www.newton-nh.gov

NEWTON BOARD OF SELECTMEN

DATE: TUESDAY, March 6, 2018

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Chairman Burrill called the meeting to order at 6:00pm. In attendance were Selectmen, Matthew A. Burrill, Chairman, Selectmen Lisa L. Gonyer, Vice-Chairman, Robert S. Donovan Jr., Lawrence B. Foote, James L. Doggett; Nancy J. Wrigley, Town Administrator. The non-public session was audio taped. The public meeting was videotaped. The non-public session minutes were transcribed and typed by Town Administrator Wrigley. The public meeting minutes were transcribed and typed by Secretary Morin. Diane M. Morin, Selectmen's Secretary, was excused this evening.

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

Selectman Doggett moved to go into non-public session at 6:01pm under RSA 91-A: 3 II (a) – (c) HR Matters and (c). Seconded by Selectman Donovan with a unanimous roll call vote: Burrill – aye, Donovan – aye, Foote – aye, Doggett – aye.

Selectman Doggett moved to close the non-public at 6:25pm. Seconded by Selectman Foote with a unanimous roll call vote: Burrill – aye, Gonyer – aye, Donovan – aye, Foote – aye, Doggett – aye

Selectman Doggett moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) - (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 announce the following:

To create the Stewardship Committee Secretary position at Grade X Step 9, not to exceed 10 hours a year, effective 03/06/2018.

To give Ronald A. Doucette, Transfer Station Attendant a 5% pay increase from Grade V Step 1, to Grade V Step 3, effective February 20, 2018 and to remove him from probationary status.

Seconded by Selectman Foote with a unanimous vote.

II. Approval of Minutes

Selectmen's non-public and public meeting minutes dated February 20, 2018
Selectman Doggett moved to accept the non-public and public meeting minutes dated February 20, 2018 as written. Seconded by Selectman Donovan with a unanimous vote.

III. Scheduled Business

A. New Fire/Rescue Station

a. Project Update

Mike Pivero, Construction Manager (CM) from Eastern Seaboard Concrete Construction Company, addressed the Board of Selectmen. CM Pivero provided the Board with copies of the promotional flyer for the new Fire/Rescue Station that was sent out in 2017. He then stated that misinformation is being posted on social media that the new Fire/Rescue Station is over budget and not on schedule. CM Pivero stated that the project is on schedule and within the budget. At this time 66% of the building is completed and 53% of the budget has been spent.

CM Pivero stated that the following items were not included in the budget for the new Fire/Rescue Station. The backup generator at the Central Fire Station was supposed to be moved to the new station by Seabrook Power Plant. CM Pivero has been informed that the generator and all the switches will not be moved by Seabrook Power Plant and that the Town is now responsible for the re-installation.

The second item not included in the budget is the radio system. The radio system was proposed to be covered by a new cell tower that was to be installed which was never installed. The installation of the radio system will now need to be absorbed in the construction cost.

Additional items such as security cameras, automatic door readers, and a handicapped door opener were not in the construction budget. CM Pivero stated that the building meets all ADA requirements. Some other items that have been installed are the wiring, plumbing and ventilation for a washer and dryer. The wiring for a future compressor to re-charge air packs was installed but was not part of the construction budget.

The original proposed site plans called for the power to the building to be brought in using existing utility poles. Unfortunately, there are issues with the proposed power route and Unitil is working on the issues. Should the power need to be brought in on new poles, the cost will need to be absorbed in the construction budget.

The site plan was sent to the State and the State amended the plan by adding more drainage which raised the cost of construction.

The exhaust system to vent the fire trucks was not included in the original construction budget because there was a potential for grant money to cover the cost of the system. Before applying for the grant, there must be a Station. CM Pivero stated that the system should be installed prior to finishing the building. CM Pivero is working on the

cost to see if it can be absorbed in the construction costs. He is uncertain that if the system is installed prior to applying for the grant, that the grant money would still be made available.

The total dollar amount for all the above is approximately, \$100,000.00 which is 7% of entire construction costs. CM Pivero believes he will be able to absorb a lot of the costs within the construction budget. There may be other items that will not be installed.

Chairman Burrill stated that the project cannot go over budget and if needed, adjustments will be made to ensure critical systems are in place for the opening of the station. All records are available to the public.

Chairman Burrill stated that should the need arise, there are funds available in the Capital Reserve Fund for 8 Merrimac Road for engineering and renovations of land and buildings at the site.

Selectman Doggett stated that the Board recently visited the site.

Chief Alcaldinho stated that he has spoken with the company that manufactures the exhaust system and was informed that the grant is usually granted if the system is installed. The Fire Department has submitted a grant for \$298,000.00 for the complete SBA system.

The Fire Department would like to thank the Board of Selectmen and Construction Manager Pivero for all their work on the new Fire/Rescue Station

B. Road Agent – update on sand & salt supply

Road Agent Pivero stated that this year there has not been as much snow but there have been more road treatments needed. Road Agent Pivero stated that the Highway Department has used 66% of the sand and salt yearly budget and that there are still more winter months ahead. He is concerned that the Highway Department may spend more than budgeted for 2018.

Chairman Burrill stated that the Highway Block Grant could be used to supplement the Highway Department's budget if necessary.

Selectman Doggett thanked the Highway Department for patching the potholes.

Selectman Gonyer thanked the Highway Department for making available to resident's sand for icy driveways and walkways.

C. Transfer Station – quote for stairs to dumpsters

Mr. Jack Kozec, Transfer Station Attendant, addressed the Board. Mr. Kozec has received a quote for 2 free standing sets of stairs to the dumpsters at the Transfer Station. Mr. Kozec received an estimate from Stephen Lee Building and Carpentry for \$2,200.00 for both sets of stairs which includes labor and materials.

Selectman Foote moved to hire Stephen Lee Building and Carpentry to build 2 free standing sets of stairs to the dumpsters at the Transfer Station in the amount of \$2,200.00 for labor and materials. Seconded by Selectman Donovan with a unanimous vote.

D. Police -- Field Training Officer Compensation

Chief Mike Jewett addressed the Board. Chief Jewett would like to compensate part-time Police Officers during their field training period. In the past, part-time officers were not paid for the first 80 hours of service even though the policy stated that they should be paid. Selectman Donovan stated that new employees are paid from the time they start and that part-time officers should be paid the same.

Chief Jewett stated that field training includes, ride along with senior offices, learning the roads in Town, how the Town government works as well as other training needed to be an effective officer.

Chief Jewett stated that the part-time officers put their lives on the line during their field training.

Selectman Donovan moved to endorse the current policy to pay Part-time Officers during their field training. Seconded by Selectman Foote with a unanimous vote.

E. Police -- Record storage proposal

Chief Jewett stated that the Police Department is running out of room to store records that need to be kept permanently. Chief Jewett would like to utilize the space above the Police Department that is currently unoccupied. This would free up space for an office and booking room.

Chairman Burrill stated that the space is not being used and moving the storage records to the empty space is a good utilization of the area.

Selectman Doggett expressed concern that the space is not handicapped accessible and if the structure would be able to handle the weight. Selectman Doggett suggested using the Butler building for storage.

Selectman Donovan stated that using the Butler building is not practical because the records would not be readily available.

Chief Jewett stated that the records being stored are not public records therefore the space would not need to be handicapped accessible.

Selectman Gonyer would like to see the space divided so other departments can use the space for storage.

Chief Jewett is looking into electronic storage of records. Chief Jewett stated that there are files kept in a trailer that are damaged and not readable. He will be seeking a court order to have the records destroyed.

Chief Jewett stated that he spoke with the previous owner about the construction of the building and was told that steel girders were used and would support the weight of the records.

Selectman Gonyer moved to authorize the Police Department to move their record storage to an appropriate unoccupied room on the second floor of the Police station. Seconded by Selectman Foote with a unanimous vote.

F. Police – Posting contact information for Animal Control Officer

Selectman Donovan received a call from a resident looking for their pet which was picked up by the Animal Control Officer. The resident nor Town Hall employees were able to contact the Animal Control Officer. Chief Jewett will update the contact information on the Police Department's web site.

G. Pilot Program -- Commercial Trash Haulers

Chairman Burrill stated that only 1 letter of interest has been received and does not believe that you can have an effective pilot program with just one participant. He would like to see the deadline extended. The Board agreed to extend the deadline to March 31, 2018.

The Board agreed to give 1 spot in the pilot program to the person who provided their letter of interest before the deadline.

Resident Mr. Jack Kozec, stated that there are residents that pay for trash pickup and the trash is taken out of Town to be disposed of. Mr. Kozec believes that allowing commercial trash haulers to use the Town's Transfer Station will cost the tax payer more in hauling fees.

Selectman Gonyer stated that the pilot program would not cost the Town any money. She stated that the haulers would be required to recycle according to Transfer Station policy.

Chairman Burrill stated that this would be a pilot program and not set in stone.

Resident Mr. Stephen St. Cyr addressed the Board. He is requesting that the Board grant him one of the 3 spots available as he provided his letter of interest. The Board agreed to give Mr. St. Cyr a spot in the pilot program. Mr. St. Cyr inquired if he could start soliciting resident at the Transfer Station. Selectman Gonyer explained that it would be premature to start soliciting until the pilot program dates have been set.

Selectman Doggett stated he would like to set the date for the pilot program.

Selectman Doggett moved to extend the deadline for letters of interest to March 31, 2018 and to start the pilot program on June 1, 2018 for commercial trash haulers. Seconded by Selectman Foote with a unanimous vote.

Mr. Kozec stated that the warrant article from 2017 was misleading in that it never mentioned a fee for trash pickup. Selectman Gonyer stated that there is no fee charged by the Town. That the fee is charged by the commercial trash hauler to the resident for picking up their household trash and disposing of it at the Transfer Station.

Chairman Burrill and Selectman Gonyer reiterated that this is a pilot program and subject to changes in policy as needed.

Mr. St. Cyr stated that the offering is for delivering household trash to the transfer station.

H. Resident request for pet pig

Town Administrator Wrigley stated that the RSA 21:34-a and the Town's zoning ordinance talks about farms and what is allowed. There is no definition of what constitutes a piggery in the Town's Zoning Ordinance. Upon further discussion, the Board would like the Planning Board to define a piggery in the Zoning Ordinance.

The Board agreed that there is no reason at this time to not allow the resident to have a pet pig. The Board would like the resident to know that the current zoning ordinance may change in the future. A letter to the resident will be sent on behalf of the Board.

IV. Other Business, Sign Manifests, Requisitions, Abatements, Tax Credits, Correspondence and Appointments

➤ Manifest

Selectman Doggett moved to sign vendor manifest for dated March 6, 2018 in the amount of \$104,470.04. Seconded by Selectman Gonyer with a unanimous vote.

Selectman Gonyer moved to sign vendor manifest for New Fire/Rescue Station dated March 6, 2018 in the amount of \$172,160.68. Seconded by Selectman Foote with a unanimous vote.

Chairman Burrill moved to sign payroll manifest for pay period 02/18/2018 – 03/03/2018 with a pay date of 03/08/2018. Seconded by Selectman Donovan with a unanimous vote.

➤ Tax Credits

Selectman Donovan moved to sign Veteran's Tax Credit for map 3-1-4-4 for tax year 2018. Seconded by Selectman Foote with a unanimous vote.

Selectman Foote moved to sign denial for Veteran's Tax Credit for map 12-2-22. Seconded by Selectman Donovan with a unanimous vote.

➤ Reports

Selectman Foote moved to authorize the Chairman of the Board to sign the annual Transfer Station Facility Solid Waste report. Seconded by Selectman Donovan with a unanimous vote.

V. Announcements

Chairman Burrill announced that on March 13, 2018 Town elections will be held. The polls are opened from 8:00am – 8:00pm.

Chairman Burrill thanked the Board members for their hard work during the past year.

Selectman Donovan thanked Chairman Burrill and Selectman Gonyer for their work as Selectmen.

VI. Adjourn

Selectman Donovan moved to adjourn the meeting at 8:17pm. Seconded by Selectman Foote with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary