



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

DATE: TUESDAY, April 17, 2018

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Vice Chairman Gonyer called the meeting to order at 6:00pm. In attendance were Selectmen, Lisa L. Gonyer, Vice-Chairman, Lawrence B. Foote, James L. Doggett, Matthew A. Burrill, Nancy J. Wrigley, Town Administrator and Diane M. Morin, Selectmen's Secretary. The non-public session was audio taped. The public meeting was audio and video taped. The non-public session minutes were transcribed and typed by Nancy J. Wrigley. The public meeting minutes were transcribed and typed by Diane M. Morin. Selectman Robert S. Donovan Jr., Chairman, 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 Burrill moved to go into non-public session at 6:00pm under RSA 91-A: 3 II (a) – (c) HR Matters and (c). Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye.

Selectman Doggett moved to close the non-public at 6:49pm. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – 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. Seconded by Selectman Burrill with a unanimous vote.

Selectman Gonyer announced the hiring of Julia Delotto as a Firefighter/EMT at Grade X Step 7 with a 1-year probationary period, effective April 8, 2018.

II. Approval of Minutes

Selectmen's non-public and public meeting minutes dated April 3, 2018

Selectman Doggett moved to accept the non-public and public meeting minutes dated April 3, 2018 as written. Seconded by Selectman Burrill with a unanimous vote.

III. Scheduled Business

A. New Fire/Rescue Station

a. Project Update

Construction Manager Mike Pivero (CM) stated that the interior of the new Fire/Rescue Station is being completed. Power to the facility should be installed by Monday, April 23, 2018. The site work is behind schedule due to inclement weather. CM Pivero expects the project to be completed in June of 2018 with minor landscaping needing to be completed.

Selectman Burrill asked CM Pivero if an occupancy permit could be issued so the Fire Department can move in. CM Pivero stated that the facility should be 100% completed prior to obtaining an occupancy permit.

b. Safety Complex Building Fund

Selectmen Gonyer stated that the Safety Complex Capital Reserve Fund can be expended for engineering and building needs at 8 Merrimac Road and that the Board of Selectmen is authorized to expend from the fund. CM Pivero recommended that the Board not expend any funds from the Safety Complex Capital Reserve Fund at this time because there are still funds available in every line item that is allocated to the project.

CM Pivero stated that the generator at the Central Fire Station does not have sufficient power to run the new station. EMD Foote has been in contact with Seabrook Nuclear Facility to see if they will assist the Town with a properly sized generator for the new Fire/Rescue Station.

CM Pivero asked if the fund can only be used for the new station. Selectman Gonyer stated that it can be used for any engineering and building project at the Safety Complex at 8 Merrimac Road.

B. Transfer Station

a. Brush Pile – size limitations

Road Agent Pivero clarified that there are 2 separate piles at the Transfer Station for logs/branches/brush. Any logs/branches over 5" in diameter will be accepted until June 30, 2018.

Selectman Doggett asked if the Town will allow residents to remove logs/branches from the piles. Road Agent Pivero stated that whatever is taken from the pile is less money that would need to be spent to chip and remove the logs/branches.

Selectmen Gonyer and Burrill suggested that residents interested in taking from the no-burn pile contact the Selectmen's Office expressing their interest. Transfer Station Attendant Kozec suggested that anyone wanting to remove wood from the no-burn pile sign a waiver liking to the one for the compost pile.

Selectman Foote moved to allow anyone that wants to remove wood from the no-burn pile sign a waiver to not hold the Town liable in case they are injured while

removing the wood. Seconded by Selectman Doggett. Gonyer – aye, Foote – aye, Doggett – aye, Burrill – nay.

b. Steps to Dumpster

Transfer Station Attendant Kozec asked if there was an update on the proposed check list that will be used when the steps are moved/repositioned. Town Administrator Wrigley stated that the form is being developed with the assistances of Mr. Bill Landry and Building Inspector LeMere.

c. Voucher list

Selectman Doggett moved to approve the voucher list as written. Seconded by Selectman Gonyer with a unanimous vote.

Town Administrator Wrigley stated that the voucher is at the printers and should be mailed out by end of April 2018. The vouchers are good until December 31, 2018.

The Policy and Procedure Sub-Committee will work on a new voucher policy in accordance with Warrant article 15 which was passed by voters on March 13, 2018.

C. Pilot Program – Commercial Trash Haulers

There is one participant for the pilot program, Mr. Steve St. Cyr. Mr. St. Cyr addressed the Board and asked to confirm the dates for the program. Selectman Burrill stated that the pilot program would run for 3 months. Selectman Gonyer stated that the program begins when Mr. St. Cyr makes his first trip as a Commercial Trash Hauler to the Transfer Station. Mr. St. Cyr expressed concern that customers may not want to sign with him if it's for 3 months only. Selectman Gonyer stated the 3-month limitation is to ensure no cost to the Town is incurred. Limiting the program to 3 months allows the Board to review the program and if necessary adjust the permit fee.

Mr. St. Cyr asked about the limitations on when and how much he can bring to the Transfer Station. Selectman Gonyer stated that the guidelines address these limitations.

Selectman Burrill requested that Mr. St. Cyr present a formal business proposal to the Board.

Mr. Kozec asked the Board which days the commercial trash haulers are limited to. The Board responded with Tuesday and Thursday for household trash. For recycling, they are allowed during normal operating hours.

Mr. Kozec asked the Board who has preference to use the compactors. Selectman Burrill stated that currently no preference is given to anyone. Selectman Doggett stated that there is enough parking for several vehicles in each area. Selectman Burrill stated that the volume of trash should be the same amount because the trash is coming from Newton residents only.

D. Recreation – Wetlands Permit Application Approval

Recreation Commission Chairman St. Cyr addressed the Board. The request for the permit is to replenish the beach sand at the Town Beach. A permit from the State of New Hampshire is required.

Selectman Burrill moved to authorize the Chairman to sign the permit application. Seconded by Selectman Doggett with a unanimous vote.

Recreation Commission Chairman St. Cyr will present the application to the Conservation Commission. Selectman Gonyer, liaison to the Conservation Commission, will assist with getting approval from the Conservation Commission.

E. Fire Department – Changes in per-diem rate

Chief Alcadinho addressed the Board asking for approval to change the “duty rate” of pay in accordance with his proposed hourly rate: \$15.00 for EMT, \$16.00 for FF/EMT-B, \$17.00 for FF/EMT-A and \$18.00 for FF/Medic. The cost savings would decrease the Fire Departments operating budget about \$9,260.00.

Selectman Burrill asked that Chief Alcadinho and Town Administrator check with the Department of Labor and/or Revenue to ensure the Town would not be violating any laws or RSA's.

Selectman Doggett moved to establish a general duty rate of \$16.50 per hour providing no law or RSA's are violated with an effective start date of May 1, 2018. Seconded by Selectman Burrill with a unanimous vote.

Town Administrator Wrigley asked Chief Alcadinho how he will keep track of who is being paid at the duty rate. Chief Alcadinho stated that he has software that keeps track of the rate.

Chief Alcadinho asked that phone numbers on the contact list provided by the Building Department be updated.

F. Per RSA 31:95-b to accept and expend unanticipated funds in the amount of \$100.00 from James A. Marino to the Newton Food Pantry

Selectman Doggett moved, per RSA 31:95-b, to accept and expend unanticipated funds in the amount of \$100.00 from James A. Marino to the Newton Food Pantry. Seconded by Selectman Foote with a unanimous vote.

G. MS-232 – DRA Appropriation Report

The Board of Selectmen signed the MS-232.

H. Intent to cut Timber – Map 3-1-4-5 and 3-1-4-6

Selectman Doggett moved to sign the Intent to Cut Timber for map 3-1-4-5 and 3-1-4-6. Seconded by Selectman Foote with a unanimous vote.

I. Groundwater Management Permit approved

Town Administrator Wrigley informed the Board that the Groundwater Management permit was approved and in effect for 5 years. The permit allows the Town to monitor the groundwater quality at the landfill on Dugway Road.

IV. Announcements

Selectman Burrill moved to post for a part-time seasonal Transfer Station Attendant from April to September 1st. Seconded by Selectman Doggett with a unanimous vote.

The Board took a moment of silence in memory of First Lady Barbara Bush.

V. Sign Manifests, Requisitions, Tax Credits, Correspondence and Appointments

➤ Correspondences

The Board received a copy of the Planning Board's Rules of Procedure.

➤ Appointments

Selectman Burrill moved to appoint Steve St. Cyr to a 3-year term as a member of the Recreation Commission to expire April 30, 2021. Seconded by Selectman Doggett with a unanimous vote.

➤ Manifest

Selectman Doggett moved to sign vendor manifest dated April 17, 2018 in the amount of \$40,099.52. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to sign payroll manifest for pay period April 1 – 14, 2018 with a pay date of April 19, 2018. Seconded by Selectman Burrill with a unanimous vote.

➤ Tax Credit

Selectman Burrill moved to sign Veteran's Tax Credit for map 8-3-11-18 for tax year 2018. Seconded by Selectman Foote with a unanimous vote.

Selectman Burrill moved to sign Veteran's Tax Credit for map 12-2-3 for tax year 2018. Seconded by Selectman Foote with a unanimous vote.

Selectman Foote moved to sign Disabled Exemption Tax Credit for map 9-6-7-6 for tax year 2018. Seconded by Selectman Burrill with a unanimous vote.

Selectman Foote moved to sign Disabled Exemption Tax Credit for map 11-5-6 for tax year 2018. Seconded by Selectman Burrill with a unanimous vote.

➤ Other Business

Selectman Doggett informed the Board that the Newton Junction Grange would like to donate the stage curtain from the Grange building to the Town of Newton. The Grange

will pay for the curtain to be hung for display in the Town Hall. The Newton Historical Society will be contacted to ensure the stage curtain will fit and is hung properly.

Selectman Burrill moved to accept the donation from the Newton Junction Grange of a stage curtain. Seconded by Selectman Gonyer with a unanimous vote.

VI. Adjourn

Selectman Doggett moved to adjourn at 8:20pm. Seconded by Selectman Burrill with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary