



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

DATE: TUESDAY, July 17, 2018

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Chairman Donovan called the meeting to order at 6:00pm. In attendance were Selectmen, Robert S. Donovan Jr., Chairman, Lisa L. Gonyer, Vice-Chairman, 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 public meeting minutes and a portion of the non-public session minutes were transcribed and typed by Diane M. Morin. The HR portion of the non-public session minutes were transcribed and typed by Nancy J. Wrigley. Selectman Lawrence B. Foote was excused this evening.

Nonpublic Session under RSA 91-A:3 II (a) Compensation

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

Selectman Doggett moved to go into non-public session at 6:00pm under RSA 91-A: 3 II (a) Compensation & (c) Reputation. Seconded by Selectman Gonyer with a unanimous roll call vote: Donovan – aye, Gonyer – aye, Doggett – aye, Burrill – aye.

Selectman Burrill moved to close the non-public session at 7:22pm. Seconded by Selectman Gonyer with a unanimous roll call vote: Donovan – aye, Gonyer – aye, Doggett – aye, Burrill – aye.

Selectman Burrill moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) Compensation and (c) Reputation 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 Gonyer with a unanimous vote.

II. Approval of Minutes

Selectmen's non-public and public meeting minutes dated June 19, 2018

Selectman Burrill moved to accept the non-public and public meeting minutes dated June 19, 2018 as written. Seconded by Selectman Doggett with a unanimous vote.

III. Scheduled Business

A. New Fire/Rescue Station

a. Project Update

Chairman Donovan stated that concrete was being poured for the floor in the apparatus bay. It will take at least 30 days for the floor to cure.

b. Quote to move Security Cameras

Secretary Morin reviewed Chief Alcadinho updated quote to move the existing security cameras to the new building. The cost will be \$1,178.00.

Selectman Burrill moved to pay \$1,178.00 to Omni Security Systems to move the existing security cameras from the Central Fire Station to the new Fire/Rescue Station. The funds to come from the General Government Budget. Seconded by Selectman Gonyer with a unanimous vote.

c. Moving internet and phone service

Secretary Morin stated that Comcast will need 30-day notice to move the internet service from the old station to the new station. She is also inquiring what the cost would be to have the service in both location.

Secretary Morin stated that Earthlink, which provides landline phone service, will require 30-day notice to move the service from the old station to the new station.

B. Peddler's Permit to sell food on Town property

Mr. John Kelleher is requesting permission to sell food on Town property, mainly at the Town Beach. He provided the Town with his State certifications along with licenses to the Police Department for a peddler's permit. The Police Department turned it over to Health Officer Leverone who stated he spoke with the State and everything is in order.

Selectman Gonyer asked which Town property he would be selling his food. Mr. Kelleher stated the form he filled out was for the Town Beach.

Mr. Kelleher stated he is disappointed with the amount of time it has taken for him to receive a permit. Selectman Gonyer explained that the process he followed is correct. He needed to receive a peddler's permit from the Police Department. He also needs to receive a permit to use Town property from the Board. He can use the same form as the peddler's permit by checking the box asking to use Town property.

Selectman Burrill stated he would like to have an end date on the permit.

Selectman Burrill voiced his concern that Mr. Kelleher would be in competition with the baseball league who sell food during their games. This is the league's main source of fund raising. Mr. Kelleher stated that he would not be selling during any baseball event. He is mainly going to sell at the Town Beach.

Selectman Gonyer reviewed Mr. Kelleher application and asked which days he would be using Town property. Mr. Kelleher stated that it could vary depending on the weather or events going on in Town.

Selectman Doggett moved to award the Peddler's permit and to allow Mr. Kelleher the use of the Town Beach to sell food. Permission to use the Town Beach will expire on October 1, 2018. Seconded for discussion by Selectman Burrill.

The Board discussed whether to allow Mr. Kelleher the use of any Town property. Upon further discussion the Board concluded that Mr. Kelleher would need to come before the Board with any request to use other Town property. The Board also decided to extend the use of the Town Beach to November 1, 2018.

Selectman Doggett amended his motion to "expire on November 1, 2018" and the motion passed with a unanimous vote.

C. Transfer Station

a. Resident request – Salvage metal from Transfer Station

Selectman Doggett reviewed the request from resident Chris Wood to remove metal from the scrap pile at the Transfer Station. Selectman Doggett stated that it would be more hazardous than removing from the wood pile as was discussed in a previous meeting.

Selectman Gonyer stated that it would take revenue away from the Town.

Selectman Doggett moved to deny the request from Chris Wood to remove metal from the scrap pile at the Transfer Station. Seconded by Selectman Burrill with a unanimous vote.

b. Sanitary facilities

Chairman Donovan stated he had an electrician look at the toilet at the Transfer Station and reported that it had caught fire at some point. Transfer Station Manager Gagnon stated that a new toilet would cost \$1,869.00 plus shipping cost. He also stated that the employees prefer the port-a-pottie. The cost per year to rent the port-a-pottie is \$880.00.

Selectman Gonyer asked Transfer Station Manager Gagnon how long did the original toilet last. Transfer Station Manager Gagnon stated it lasted 5 years.

Selectman Doggett asked Transfer Station Manager Gagnon to see if there are other alternatives.

The Board agreed that funding for the rental of the port-a-pottie would not be in the 2019 budget.

c. Bulk Container policy update

Selectman Doggett stated that the policy was written by the Joint Loss Management Committee and received approval from the Town's insurance provider.

Selectman Gonyer moved to adopt the Bulk Container Policy, NSC-0718-32, as written, for inclusion into the Safety Policy. Seconded by Selectman Burrill with a unanimous vote.

D. James O'Boyle – Tax Deeded Property map

Town Administrator Wrigley explained that the property was deeded in 2015. The previous owner had requested to purchase the property back. She explained that the property is a non-conforming lot and cannot be built on. She explained to the interested parties that they needed to pay the back taxes by July 30, 2018. They were offered the opportunity to be present at this meeting but did not attend.

E. 2019 PA-28 form

Town Administrator Wrigley explained that the Town no longer uses the form. The form was used to track the census of households in Town. The Town abolished using the form in 1993.

Selectman Doggett moved to sign the 2019 PA-28 form stating that the Town will not be using the form. Seconded by Selectman Burrill with unanimous vote.

F. Gale Library restroom flooring

Selectman Doggett did a site visit and explained that the flooring is coming up near the wall. He does not see it as a safety issue. The damage was caused by the toilet over flowing.

Town Administrator Wrigley will ask the Town's custodian to investigate a temporary fix.

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

➤ Other

Selectman Burrill requested the Town Administrator Wrigley create a list of cell phones that the Town owns or reimburses the owner for.

➤ Manifest

Selectman Doggett moved to sign vendor manifest dated July 3, 2018 in the amount of \$1,455,655.00 of which \$1,387,000.00 goes towards the July school payment. Seconded by Selectman Burrill with a unanimous vote.

Selectman Doggett moved to sign vendor manifest dated July 17, 2018 in the amount of \$52,828.46. Seconded by Selectman Gonyer for discussion.

Chairman Donovan asked to hold check number 18822.

Selectman Doggett moved to reduce the amount of the vendor manifest dated July 17, 2018 to \$52,628.46. Seconded by Selectman Gonyer with a unanimous vote.

The motion to sign the amended manifest dated July 7, 2018 passed with a unanimous vote.

Selectman Doggett moved to sign vendor manifest for the New Fire/Rescue Station dated July 3, 2018 in the amount of \$55,389.31. Seconded by Selectman Burrill with a unanimous vote.

Selectman Gonyer moved to sign payroll manifest in the amount of \$52,148.45 for pay period June 10 – 23, 2018 with a pay date of June 28, 2018. Seconded by Selectman Doggett with a unanimous vote.

Selectman Gonyer moved to sign payroll manifest in the amount of \$38,111.74 for pay period June 24 – July 7, 2018 with a pay date of July 12, 2018. Seconded by Selectman Burrill with a unanimous vote.

➤ Abatements

Selectman Burrill moved to sign abatement for tax map 10-1-13 in the amount of 72.90. Seconded by Selectman Doggett with a unanimous vote.

➤ Requisitions

Selectman Burrill moved to sign requisition #3033 in the amount of \$4650.25 on behalf of the Recreation Commission for the 2018 Senior Outing of that \$1,925.00 will come from participants. Seconded by Selectman Gonyer with a unanimous vote.

➤ Timber Tax

Selectman Burrill moved to sign authorization to Tax Collector to collect Yield Tax Levy (Timber Tax) for tax maps 3-1-4-5 & 3-1-4-6 in the amount of \$756.12. Seconded by Selectman Doggett with a unanimous vote.

Selectman Burrill moved to sign a thank you letter to Girl Scout Troop 12959 for their work on the Peanut Trail. Seconded by Selectman Doggett with a unanimous vote.

V. Adjourn

Selectman Doggett moved to adjourn at 8:28pm. Seconded by Selectman Gonyer with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary