



**Office of the Board of Selectmen
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**NEWTON BOARD OF SELECTMEN
DATE: TUESDAY, September 4, 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, Nancy J. Wrigley, Town Administrator and Diane M. Morin, Selectmen's Secretary. The public meeting was audio and video taped; the public meeting minutes were transcribed and typed by Diane M. Morin. Excused this evening were Selectmen Robert S. Donovan Jr., Chairman, and Matthew A. Burrill.

**Nonpublic Session under RSA 91-A:3 II (b) – Hiring (c) – Reputation
No nonpublic session was held tonight.**

II. Approval of Minutes

**Selectmen's non-public and public meeting minutes dated August 21, 2018
Selectman Doggett moved to accept the non-public and public meeting minutes dated August 21, 2018 as written. Seconded by Selectman Foote with a unanimous vote.**

III. Scheduled Business

A. New Fire/Rescue Station

a. Project Update

Construction Manager (CM) Pivero from Eastern Seaboard Concrete Construction addressed the Board. CM Pivero stated that the new Fire/Rescue Station is on schedule and should be ready to turn over to the Board on September 18, 2018.

b. Programing door controllers – Train 3rd person

Secretary Morin stated that Fire Chief Alcadinho spoke with her about having a 3rd person trained on programing the door controllers at the new Fire/Rescue Station. She stated that she would volunteer to learn the system as she has prior experience programing door controllers.

Selectman Doggett stated that Police Chief Jewett currently programs the doors at Town buildings and maybe he should be the one to be trained.

Upon further discussion the Board will leave the decision up to Chief Alcadinho.

c. 2018 Emergency Management Performance Grant

Selectman Foote explained that the Federal grant will be used to purchase security cameras and monitors, laptops, tables, chairs, a television, a whiteboard, mounting equipment and associated cabling for the new Fire/Rescue Station. The grant is a 50/50 match and the Town's portion will be \$35,527.00. The total projected cost is \$71,054.00.

The Town of Newton's Board of Selectmen, in a majority vote, accepted the terms of the Emergency Management Performance Grant as presented in the amount of \$35,527.00 for the purchase and installation of security cameras and monitors, laptops, tables, chairs, a television, a whiteboard, mounting equipment and associated cabling at the Town's Emergency Operations Center. Furthermore, the Board acknowledges that the total cost of this project will be \$71,054.00, in which the town will be responsible for 50% match (\$35,527.00).

B. Construction Manager request to address Board

Construction Manager Pivero said he would like to have the full Board present and requested to table this item until the next meeting when the full Board is present.

C. NH DOT – Rowes Corner intersection project

Representatives from the New Hampshire Department of Transportation (DOT), Mr. Donald Lyford, Project Manager and Mr. Tobey Reynolds, Chief of Roadway Section, addressed the Board with 3 proposals for road improvements for Rowes Corner where route 108, Maple Avenue and Amesbury Road intersect.

Mr. Lyford explained that the State is in the beginning process of requesting feedback from the Town on how to improve the intersection.

Mr. Reynolds reviewed the 3 preliminary options the State DOT is proposing. Proposal one would have the realignment of Maple Avenue turning onto Amesbury Road. The DOT has concerns with this proposal with trucks being able to navigate the corners. The second proposal would utilize stop signs on all approaches. The DOT concerns with this proposal is the distance between the stop signs and the intersection. This proposal could be refined to adjust for the distance. The third proposal would be a one lane rotary. This proposal functions well but requires more land usage and cost more.

Selectman Gonyer asked if there were other rotary's in NH that are about the size of this proposal. Mr. Reynolds stated that there is one in Rye and Durham that are about the same size proposed.

Town Administrator Wrigley on behalf of Selectman Donovan asked if a 2-way stop would work. The stop signs would be on Route 108 heading north and Maple Avenue. Mr. Reynolds stated that it is a possibility.

Road Agent Mike Pivero asked how much the Town would need to contribute. Mr. Lyford stated that at this time the funds would come from the Federal and State Government. Road Agent Pivero stated that proposal 2 would be his choice.

Selectman Gonyer asked if there were plans to include Pond Street in the design. Mr. Reynolds replied that they would look further into including Pond Street.

Selectman Doggett stated that there was a concept drawing for the intersection done by Plan New Hampshire and will provide a copy to the DOT representatives.

Mr. Charles Melvin stated that the design from Plan New Hampshire include traffic signals.

Road Agent Pivero asked what the next steps are. Mr. Reynolds stated the next steps would be to refine the designs and have a public hearing to review the proposals. Based on the feedback from the public hearing and the cost would determine which design the State would approve.

Road Agent Pivero stated that he uses the intersection several times a day and has noticed that vehicles heading south on route 108 cross onto Amesbury Road without slowing down.

Selectman Gonyer stated that some drivers do not use signals due to the layout of the intersection. Mr. Reynolds stated that there are other intersections in the State with the same issue and with an increase in traffic will make the issue more problematic.

Selectman Doggett stated that a few years ago he and DOT employees spent a day monitoring the traffic. They noted there were several tractor trailer trucks that scraped the road coming from Amesbury Road onto Route 108.

Mr. Roger Hamel asked if they will be considering the traffic signal option. Mr. Reynolds stated that the conflicting traffic criteria is not being met at this time and therefore does not warrant a traffic signal option.

Mr. Lyford stated that the project will be on the DOT web site for review and updates.

D. JM Protective Services – Changing from VoIP to cellular phone lines

Mr. Joe Morrison, representative from JM Protective Services, addressed the Board. JM Protective Services currently monitor the fire alarm system for the Town Hall, Library and Central Fire Station. Mr. Morrison explained that the current phone lines used to monitor the systems are being moved to VoIP which does not offer the same uptime as traditional landline phone. Therefore, should the internet go down, the fire alarm system would not be able to be monitored. Mr. Morrison is recommending the Town upgrade to cellular service. The initial cost for each fire alarm system is \$449.99 with a \$40.00 monthly charge per system. This would be in addition to the \$480.00 yearly charge to monitor the systems.

Selectman Gonyer asked which carrier is used. Mr. Morrison stated that they use the carrier that provides the best signal for that location.

Selectman Gonyer would like to review the matter with the entire Board. Secretary Morin will add it to the next Selectmen's agenda.

E. Firearm license renewal – Richard Thomas Sr.

Selectman Doggett stated Mr. Richard Thomas, Sr. is requesting to renew his permit to sell pistols and revolvers from his home.

Selectman Doggett moved to sign the renewal permit to sell pistols and revolvers from 11 Kenwood Drive for Mr. Richard Thomas, Sr. Seconded by Selectman Foote for discussion.

Selectman Gonyer asked if he had all the permits required. Selectman Doggett stated that he is in compliance with Federal and State laws.

The motion passed with a unanimous vote.

F. Updated landscaping quote

Secretary Morin explained that the new area at the Safety Complex where the new Fire/Rescue Station is, is now ready to be mowed. There are 2 options that the Board can choose from. Option A would not include mowing the field behind the fire station. Option B mows everything within the white fenced in area which includes the field. To mow the field on a weekly basis would cost \$75.00 in addition to the current cost to mow the area.

Mr. Pivero addressed the Board and stated that the neighbor takes great pride in keeping his property landscaped and would hope the Town will take as much pride in maintaining the abutting property as well.

The total annual cost to mow within the white fence would be \$9,750.00. To mow the current area and around the Fire/Rescue Station perimeter with brush cutting the field twice a year would cost \$7,725.00 annually.

Mr. Pivero suggested that the Town mow the field bi-weekly. Selectman Gonyer stated that if the field is left to grow it may cost more to mow.

Secretary Morin will request a 3rd option to mow the field bi-weekly. For the time being the Board will go with Option A and ask the landscaper to mow the field bi-weekly.

G. Review – Commercial Trash Hauling pilot program

Mr. Stephen St. Cyr addressed the Board and stated that he feels the pilot program for commercial trash hauling is going well. He has 18 customers and does not see any issues.

Selectman Gonyer asked Mr. St. Cyr if there were any issues with the policy as written. Mr. St. Cyr stated no.

Transfer Station Manager (TSM) Pete Gagnon stated that the program is going well, and that Mr. St. Cyr has been very professional. TSM Gagnon would like to see the program extended to December 2018.

Selectman Doggett moved to extend the commercial trash hauling pilot program to December 31, 2018. Seconded by Selectman Foote for discussion.

Selectman Doggett would like to see how the program works during inclement weather.

Mr. Jack Kozec addressed the Board. His initial response to the program was concern about traffic. Since the program has been going on, Mr. Kozec is very pleased with the results and that his concerns never materialized.

The motion passed with a unanimous vote.

Selectman Doggett stated that the Board will review the program at the first December 2018 Selectmen's meeting.

H. Transfer Station Seasonal Employee

Selectman Doggett moved to extend the employment of the part-time seasonal employee at the Transfer Station to September 30, 2018. Seconded by Selectman Foote for discussion.

Selectman Gonyer stated that the extension was needed to give the Board more time to determine the hiring needs at the Transfer Station.

The motion passed with a unanimous vote.

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

➤ Other Business

The Board discussed scheduling meetings with each Department Head to review employee evaluations. Secretary Morin will reach out to Selectmen Donovan and Burrill to see their availability for September 10 & 24th and October 1, 15, & 22nd.

The Board discussed which Selectmen will be available on September 11, 2018 for the State Primary Elections. Selectman Donovan will not be able to be in attendance. Selectman Burrill will be able to be in attendance after 10:00am. Selectman Gonyer and Doggett will be able to be in attendance all day. Selectman Foote will check his schedule to see if he can be in attendance from 7:45 – 10:00am.

➤ Manifest

Selectman Doggett moved to sign vendor manifest dated September 4, 2018 in the amount of \$70,187.11. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to sign vendor manifest for New Fire/Rescue Station dated September 4, 2018 in the amount of \$9,863.73. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to sign payroll manifest for pay period August 19 – September 1, 2018 with a pay date of September 6, 2018. Seconded by Selectman Foote with a unanimous vote.

➤ Requisitions

Selectman Foote moved to sign requisition #2669 in the amount not to exceed \$2,500.00 for inspection of 8 Merrimac Road Building D, New Fire/Rescue Station. Seconded by Selectman Doggett for discussion.

Selectman Foote stated that the Board is hiring a third-party inspector for the final inspection of the new Fire/Rescue Station for occupancy. Selectman Foote stated that if the 3rd party inspector finds the same fault as the Town's inspectors that Port One Architect should pay the \$2,500.00 inspection fee.

Selectman Gonyer stated it will depend on the outcome of the inspection. The inspection will not cover items previously passed inspection. The inspector will review the building plans, accessibility and life safety. Should the building not pass inspection there will need to be a meeting of all parties involved in the new Fire/Rescue Station project.

The motion passed with a unanimous vote.

Ms. Cheryl Killam expressed serious concerns that the new Fire/Rescue Station is not ADA compliant. Selectman Gonyer stated that the Station will be ADA compliant as well as compliant with Town approved building codes.

Selectman Foote moved to sign requisition #2353 in the amount of \$1,964.00 for the purchase of a new Incinolet Electric toilet to replace the existing one at the Transfer Station. Funds to come from 2018 Transfer Station budget line item 43210354. Seconded by Selectman Doggett for discussion.

Mr. Jack Kozec stated that the current port-a-potty works well and does not smell like the electric toilet.

Selectman Gonyer and Town Administrator Wrigley stated that the building housing the toilet may be able to be relocated.

The motion passed with a unanimous vote.

V. Announcements

Selectmen Gonyer announced the following new hires effective August 21, 2018.

- A. Part-Time Certified Probationary Patrolman – Cynthia Lebsack at Grade XIII Step 7
- B. Probationary Firefighter – Matthew Black at Grade X Step 1
- C. Firefighter 1 / EMT – Derek Travers at Grade X Step 4
- D. EMT B – Brianna Gaskell at Grade X Step 5
- E. EMT B – Thomas Leach at Grade X Step 7

Selectman Gonyer announced Olde Home Day will be on September 15, 2018 at the Memorial School from 11:00am – 4:00pm

Selectman Doggett reminded the Board to review the new proposed 2018 Matrix that has the additional changes he received at the last Board meeting.

VI. Adjourn

Selectman Doggett moved to adjourn at 8:31pm. Seconded by Selectman Foote with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary