



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

DATE: TUESDAY, September 18, 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 6:02pm. 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. A portion of 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. Excused this evening was Selectmen Robert S. Donovan Jr.

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

Selectman Doggett moved to go into non-public session at 6:02pm under RSA 91-A: 3 II (c) - Reputation. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye.

Selectman Burrill moved to close the non-public session at 7:07pm. 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 (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 Burrill with a unanimous vote.

II. Approval of Minutes

Selectmen's public meeting minutes dated September 4, 2018

Selectman Doggett moved to accept the public meeting minutes dated September 4, 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) Mike Pivero addressed the Board. CM Pivero confirmed with the Board that Chief Alcainho has the Board's approval to begin moving in items into the new Fire/Rescue Station. The Board confirmed that Chief Alcainho has approval.

CM Pivero stated that the outside engineering company the Board retained to review the building has had the plans for 2 weeks. He expects to have the company do the walk through within the next week or so. The company should then provide the Board with a report of their findings.

The final paving should take place the 2nd week of October and once completed the lines and striping can be done. CM Pivero is requesting the Board meet at the site to discuss the termination of the original parking lot near the Police Department.

CM Pivero stated that Utilil will be removing a utility pole that is no longer needed sometime this week.

Selectman Burrill stated that the final report from the engineering company is needed before the Town can take ownership of the building.

Chief Alcainho stated that at this point installation of certain services such as phone lines are on hold until the Town takes ownership of the building.

Selectman Foote asked if the siren for Seabrook Nuclear Power Plant is connected. Chief Alcainho stated no and that the installer will need to contact Seabrook Nuclear Power Plant to have it connected. Selectman Foote will contact the installer and Seabrook Nuclear Power Plant to have the siren connected.

CM Pivero informed the Board that Mr. Steve Riley from the Sanborn Regional School District will be donating and applying 5 layers of wax flooring to the administrative area. CM Pivero is requesting a letter be sent thanking Mr. Riley for his time and donation.

Selectman Gonyer asked if the project was still on budget. CM Pivero stated that he is projecting to have \$220,000.00 remaining in the budget once the remaining big ticket items are completed.

B. Construction Manager's request to address Board

CM Pivero addressed the Board and stated he would prefer a full Board present but would still like to proceed.

Selectman Foote asked to table the discussion due to Selectman Donovan not being present and that the information provided by CM Pivero names a third party. CM Pivero stated that he would refer to the third party as contractors or family member.

Selectman Gonyer asked CM Pivero what the topic is he would like to address the Board. CM Pivero stated the topic is the unethical performance of a Selectman and

allegations against himself personally. Selectman Gonyer explained that if the discussion is about an elected official then it would need to be done in public. If the discussion should be about a person who is not an elected official, that should be done in a non-public session.

Selectman Foote would still like to table the discussion because Selectman Donovan, who is named in the information provided by CM Pivero is not present. Selectman Gonyer stated that she has spoken with Selectman Donovan and he would be available by phone if needed.

Selectman Burrill stated that we should not table the discussion and the Board should proceed with hearing CM Pivero concerns.

Selectman Gonyer polled the Board. The Board agreed to continue the discussion.

CM Pivero reviewed the exchange of text messages between Selectmen Foote and Donovan obtained under the Right to Know law. He stated that Selectman Foote's exchange was unethical, unprofessional and attacked CM Pivero personally.

Selectman Gonyer asked CM Pivero what he would like the Board to do. CM Pivero stated that he will be withdrawing from the Emergency Management Operations and will not take part in the Seabrook drills. He would also like the Board to review Selectman Foote's conduct to determine if he should remain on the Board.

Selectman Foote stated that as Road Agent, CM Pivero, must attend the drills. CM Pivero stated that another representative from the Highway Department would take his place.

CM Pivero questioned Selectman Foote's ability to handle the Emergency Management Operations should a disaster happen. Selectman Foote stated that he is quite able to handle the job and has been doing so for over 10 years.

Selectman Gonyer stated that the Board will take CM Pivero concerns under review. She also stated that Selectman Foote should be given an opportunity to address CM Pivero concerns.

Selectman Foote stated that he agrees with CM Pivero that he did not handle the issue between a contractor and CM Pivero properly. But he does not agree with CM Pivero's assessment that he is not capable of running the Emergency Management Operations.

Selectman Foote stated that the text messages between Selectman Donovan and himself are his.

Selectman Burrill stated that when you are an elected official in Town you need to keep your personal "crap" at the door and it should not affect your decision making. As an

elected official, you represent the Town and should always act in a positive manner. Selectman Doggett concurred with Selectman Burrill.

C. Review – Moving Fire Alarm monitoring system to cellular

Chief Alcaindo addressed the Board and strongly suggested the Board have the contractor consult with the Fire Department prior to moving the system to cellular. The reason being, is that it might mean a whole new system would be needed. Currently, the fire alarm systems in the Town Hall and Library all meet code. Secretary Morin will provide Chief Alcaindo with the contact information for the vendor who would provide the upgrade to cellular service.

D. Road Agent

a. Drainage issue at the intersection of Heath and Route 108

Road Agent Pivero addressed the Board. Zero Heath Street is a new home and the property owner hired a landscaper to put ¾" pea stone near the roadway. During inclement weather the stones are washing onto the roadways. Road Agent Pivero stated he spoke with the builder who has spoken with the home owner. The home owner will rectify the problem.

Secretary Morin asked Road Agent Pivero if he had a recommendation for the home owner. Road Agent Pivero stated it needs to be something that is not live based.

Selectman Burrill asked if this is a safety issue. Road Agent Pivero stated that he has received 2 complaints from a resident who walks and a bicyclist. Both expressed concern that they might slip on the loose stones.

Selectman Doggett asked why the home was re-numbered. Town Administrator Wrigley stated the house number was on North Main Street but now the new house front door and driveway was rotated 90 degrees so that it is on Heath Street. Town Administrator Wrigley stated that street numbers are assigned by the Assessor and there wasn't a number available.

Selectman Doggett moved to authorize the Chairman or Vice-Chairman to sign a letter, when ready, to the homeowners of Zero Heath Street asking them to rectify the stones washing into the roadways. Seconded by Selectman Burrill with a unanimous vote.

b. Paving bids

Road Agent Pivero reviewed the paving bids he received for road re-construction on Chase Street and 2 portions of Pond Street. Road Agent Pivero recommends the Board accept a bid of \$166,000.00 from Brox Industries which was the lowest bid.

Selectman Doggett moved to award the contract to supply the pavement for Chase Street and 2 portions of Pond Street to Brox Industries for a cost of \$166,000.00. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett asked Road Agent Pivero if the roads being re-constructed would be higher once completed. Road Agent Pivero stated that in some areas it may be higher, lower or the same depending upon the drainage needed.

Road Agent Pivero stated that due to the amount of pavement tonnage the Town used this year he was able to get the same price for pavement for the Safety Complex from Brox Industries.

E. Landscape update for Safety Complex

Secretary Morin stated that she has an updated quote from the landscaper which includes mowing the field by-weekly at the Safety Complex. The landscaper will mow the field bi-weekly for \$75.00 per service for the rest of 2018. For the remainder of the contract the cost will be \$112.00 per service.

Selectman Foote asked if the grass at the Central Fire Station was cut by Fire Department employees. Chief Alcadinho stated that the Town's landscaper mows the grass. At the new Fire/Rescue Station the Fire Department employees mow the front of the station and a portion of the back.

Selectman Burrill stated he would prefer the landscaper mow the entire grass at the safety complex.

Selectman Doggett expressed concern of the cost to mow Town properties is going up.

Selectman Gonyer asked if this contract was put out to bid. Town Administrator Wrigley stated that the contract was not sent out to bid. The contract was signed by the Board and is good for 3 years.

Selectman Burrill moved to accept the updated landscape quote which includes mowing at the Safety Complex and brush cutting at the Marshall Museum property from Granite Coast Landscaping. Seconded by Selectman Foote. Gonyer – aye, Foote – aye, Burrill – aye, Doggett – nay

F. Marshall Museum – Brush cutting quote

Secretary Morin reviewed the cost to brush cut the area around the Marshall barn and shed. The cost is \$75.00 per service. The landscaper recommends cutting the brush once a month.

G. Review -- Mobile Communications Device audit

Selectman Gonyer stated the purpose of the audit was to provide the Board with the number of mobile devices the Town pays for and which plan they are on.

Selectman Gonyer would like to know why there are different plans and cost associated with Town owned mobile devices.

Chief Alcainho addressed the Board and recommends the Board look at a different company, FirstNet, which is geared to first responders. FirstNet is working with AT&T to build a nationwide public safety broadband network.

Selectman Burrill stated that the Town spends roughly \$15,000.00 a year in mobile cost. If the employee is sitting in an office, the Town should not be paying for a mobile device.

Captain Zalenski addressed the Board and explained the cost of the program. Chief Alcainho stated that FirstNet will provide 2 loaner phones. Secretary Morin will contact FirstNet to see what they can offer the Town.

B. Continued -- Construction Manager's request to address Board

Chief Alcainho stated Chairman Donovan, EMD Foote and Construction Manager Pivoro's hearts are in the right place. Both the EMD and Construction Manager have done a lot for the Town and that he is grateful to both of them.

H. Planning Board – Release of bond funds to Country Pond Fish & Game
Selectman Doggett moved to release the Country Pond Fish & Game financial guarantee in the amount of \$5,983.00 plus accumulated interest as recommended by the Planning Board. Seconded by Selectman Foote with a unanimous vote.

I. Emergency Management Performance Grant – EOC Generator

Selectman Foote stated that the grant will be for an emergency generator at the new Fire/Rescue Station.

Selectman Foote moved that 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 \$29,500.00 for the purchase and installation of a generator and associated concrete pad and security fencing at the Town's Emergency Operations Center. Furthermore, the Board acknowledges that the total cost of this project will be \$59,000.00, in which the town will be responsible for 50% match (\$29,500.00). Seconded by Selectman Burrill with a unanimous vote.

Selectman Burrill moved to authorize the Chairman or Vice Chairman to sign the Emergency Management Performance Grant for a generator. Seconded by Selectman Foote with a unanimous vote.

J. Review -- 2018 Matrix Pay Calculations

Selectman Doggett moved to adopt the 2018 Pay Matrix as presented. Seconded by Selectman Burrill with a unanimous vote.

Selectman Burrill stated that if the Department Heads find an issue, it can be adjusted.

Selectman Doggett stated that he is still working with the Fire, Police and Transfer Station Department Heads on documentation on utilizing the matrix.

Selectman Doggett stated that the effective date will be October 1, 2018.

K. Schedule for employee evaluations with Dept. Heads

Selectman Doggett would like the Board to review employee evaluations prior to meeting with the Department Heads.

Town Administrator Wrigley and Secretary Morin will create a schedule for the Board to meet with the Department Heads.

L. MS4 Stormwater permit application

Town Administrator Wrigley stated that the Rockingham Planning Commission reviewed the application and is recommending some minor changes. These changes do not need to be reviewed by the Board. Town Administrator Wrigley recommends the Board move to sign once the changes are made.

Selectman Doggett moved to authorize the Chairman or Vice Chairman sign the Notice of Intent for coverage under Small MS4 General permit application as soon as it is ready. Seconded by Selectman Burrill with a unanimous vote.

IV. Other Business,

A. Town properties available to sell

The Board will review the list of properties on their own time. Town Administrator Wrigley stated that the Assessor would be available to meet with the Board if needed.

B. Wetlands permit – Replenish sand at Town Beach

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

V. Sign Manifests and Appointments

➤ Manifest

Selectman Doggett moved to sign vendor manifest dated September 18, 2018 in the amount of \$1,433,983.56 of that \$1,387,000.00 goes towards the October payment to the Sanborn Regional School District. Seconded by Selectman Burrill with a unanimous vote.

Selectman Doggett moved to sign payroll manifest for pay period September 2–15, 2018 with a pay date of September 20, 2018. Seconded by Selectman Burrill with a unanimous vote.

➤ Appointments

Selectman Burrill moved to sign a 3-year appointment for Laura LaMontagne as an Alternate to the Recreation Commission. Term to expire on April 30, 2021. Seconded by Selectman Foote with a unanimous vote.

Selectman Burrill moved to sign appointment for William Harding to become a Member of the Recreation Commission. Term to expire on April 30, 2019. Seconded by Selectman Doggett with a unanimous vote.

VI. Announcements

Selectman Burrill stated that Old Home Day went well. He would like to specially thank the Fire, Police and Highway Departments for there support at Old Home Day even though they worked long hours helping a neighboring state on Thursday and Friday. Would also like to thank the vendors and Memorial School as well.

VII. Adjourn

Selectman Doggett moved to adjourn at 9:19pm. Seconded by Selectman Burrill with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary