



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

DATE: Monday, January 16, 2023

TIME: 7:00PM

**LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD and
ZOOM CONFERENCE CALL**

PUBLIC MEETING MINUTES

Zoom Conference phone number 929-205-6099

Meeting ID 818 7979 5674

<https://us02web.zoom.us/j/81879795674>

I. Call to Order

Chairman Burrill called the meeting to order at 7:00pm. In attendance were Selectmen Matthew A. Burrill, Chairman, Robert Marchand Jr, Vice-Chairman, Charles R. Melvin Sr., Michael Connolly, and Selectmen's Secretary Diane M. Morin. The public meeting was videotaped. The public meeting minutes were transcribed and typed by Secretary Morin.

Selectman Lawrence Foote was not present.

Selectman Michael Connolly attended the meeting via Zoom and stated that there was no one else in the room with him.

Chairman Burrill read the following warrant articles.

II. Warrant Articles

Chairman Burrill read the following proposed 2023 warrant article.

To the inhabitants of the Town of Newton, New Hampshire in the County of Rockingham, in said State, qualified to vote in Town Affairs; you are hereby notified to meet for the **first session** of the annual meeting, which shall be for the explanation, discussion, and debate of each warrant article and the transaction of all business other than voting by official ballot **to be held at the Newton Town Hall on Saturday, February 04, 2023 at 9:00 AM.** The **second session to be held at the Newton Fire Station, 8D Merrimac Road** in said Newton, on Tuesday, the fourteenth day of March next, at eight o'clock in the forenoon, to choose all necessary Town officers for the ensuing year by official ballot, and to vote on all issues before the Town of Newton on the official ballot; the polls to be open at eight o'clock in the forenoon and to close not earlier than eight o'clock in the evening.

1. To elect all necessary Town Officers for the ensuing year.

2. "Shall the Town of Newton raise and appropriate as an Operating Budget, not including appropriations by special warrant articles and other appropriations voted separately, the amounts set forth on the budget posted with the warrant or as amended by vote of the first session, for the purposes set forth therein, totaling **\$4,792,352.00**. Should this article be defeated, the default budget shall be **\$4,415,786.00**, which is the same as last year, with certain adjustments required by previous action of the Town of Newton or by law; or the governing body may hold one special meeting, in accordance with RSA 40:13, X and XVI, to take up the issue of a revised operating budget only."

The estimated budget increase from the 2022 ACTUAL budget to the 2023 PROPOSED budget represents a tax impact increase of \$1.213 per \$1,000.00 of assessed value.

Default Budget would result in an estimated tax impact increase of \$0.636 per \$1,000.00 of assessed value.

Secretary Morin stated that the 2023 Proposed Highway Budget has been updated to include a new line item for internet services.

Selectman Marchand moved to accept the updated 2023 Proposed Highway Department Budget for inclusion in the proposed 2023 Town operating budget. Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye. Melvin – aye.

Mr. Roger Hamel of Spruce Street asked the Board if the salary line item for the Emergency Management includes a salary for the employee that is on paid administrative leave. Acting Emergency Management Director (AEMD) Trisha McCarthy stated that it is including the employee salary. She explained that she took an average of what both the employee and she worked and used that figure to budget for the salary.

Police Chief Mike Jewett addressed the Board. He stated that cost increases have impacted the budget and that it was adjusted to meet those increases.

Fire Chief John Alcaindinho addressed the Board. He stated that the major cost for the fire department budget is for fuel and some building maintenance. The length of calls has increased from a short time to several hours.

Road Agent Mike Pivero addressed the Board. He reiterated what the two Chiefs and Chairman Burrill stated that the cost of doing business has gone up.

Chairman Burrill stated that the Board can use unassigned funds later in the year to help reduce the tax impacts.

Selectman Marchand stated that the town is growing, and the infrastructure needs to grow to support the town.

Mr. Hamel asked the Board if the update to the Highway Department was included in the current handout. Secretary Morin stated that it was.

Selectman Connolly stated that our town supports other area towns and vice a verse, hence the increase in call volume. The whole area is growing in population.

Chairman Burrill moved to recommend warrant article 2 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye. Melvin – nay.

Selectman Melvin stated that he believes there is still room to cut the budget. He cited the rental equipment line items in the Highway Department could be lowered by \$55,000.00. He stated that he does not believe the police department needs a new vehicle and a fulltime officer.

Selectman Connolly stated that having a police officer on patrol without backup could become a safety issue and that would go for any town employee.

Road Agent Pivero stated that should the Board decide to reduce the highway budget equipment line item, once that line item is expended, no further work will be able to be done. Selectman Melvin stated that if the \$55,000.00 was moved to the paving line item he would be in favor of the budget.

Town Clerk MaryJo McCullough addressed the Board to inform them that any changes can only be made at the Deliberative Session.

Selectman Melvin read the following warrant article.

3. To see if the Town will vote to raise and appropriate the sum of **\$10,200.00 to be deposited into the Engineering & Renovation Capital Reserve Fund created in 2015; said funds to come from the Unassigned Fund Balance with no monies to be raised by taxation.**

This article would result in no increase in the amount to be raised by taxes.

Chairman Burrill moved to recommend warrant article 3 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

4. To see if the Town will vote to raise and appropriate **the sum of \$50,000.00 to be deposited into the Town Buildings Capital Reserve Fund created in 2006. Said funds to come from the Unassigned Fund Balance with no monies to be raised by taxation.**

This article would result in no increase in the amount to be raised by taxes.

Secretary Morin stated that the Board might want to reconsider this article and to use the funds to reduce the taxes later in the year.

Chairman Burrill stated that the amount could be changed at the Deliberative Session.

Secretary Morin stated that fund has about \$214,000.00 in it. The fund is used for repairs and maintenance on town buildings.

Chairman Burrill moved to recommend warrant article 4 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Chairman Burrill read the following warrant article.

5. To see if the Town will vote to raise and appropriate, as proposed by the Police Chief, the sum of **\$25,000.00 to be deposited into the “Police Cruisers and Equipment” Capital Reserve Fund created in 2021.**

This article would result in an estimated \$0.038 increase per \$1,000.00 of assessed value to be raised by taxes.

Police Chief Jewett stated that the funds are used to repair or purchase vehicles. He stated that some of the vehicles have over 100,000 miles on them. He explained that these vehicles are on the road constantly and the mileage builds up quickly. He also stated that cruisers have more equipment in them than normal vehicles.

Chairman Burrill moved to recommend warrant article 5 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

6. To see if the Town will vote to raise and appropriate, as proposed by the Fire Chief, the sum of **\$25,000.00 to be deposited into the “Fire Apparatus and Equipment / Refurbishment Fund” Capital Reserve Fund created in 2005 and amended in 2011.**

This article would result in an estimated \$0.038 increase per \$1,000.00 of assessed value to be raised by taxes.

Fire Chief Alcadinho stated that the funds are used to repair equipment and the amount left in the fund is about \$40,000.00.

Chairman Burrill moved to recommend warrant article 6 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

7. To see if the Town will vote to dissolve the Expendable Trust Fund established in 2009 known as Emergency Ops Center, established for the continuation of town services during an emergency. If approved, any monies in said Expendable Trust Fund, presently in the amount of \$8,417.25, plus any accumulated interest to date of withdrawal, shall lapse to the Town's general fund. This article is contingent upon the Town Meeting's approval of Article 8, and, if the Town Meeting does not approve Article 8, this Article shall be null and void.

Chairman Burrill moved to recommend warrant article 7 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Chairman Burrill read the following warrant article.

8. To see if the Town will vote to establish an "Emergency Management Revolving Fund" pursuant to RSA 31:95-h for the purpose of providing and maintaining government services during emergencies, as deemed appropriate by the government body. Further, to see if the Town will vote to authorize the Town to deposit into the Revolving Fund all or any part of the revenues from state or federal grants, any other state or federal funding program, or from any other sources, as approved by the legislative body for deposit into the Revolving Fund. Further, to see if the Town will vote to raise and appropriate the sum of \$8,417.25 to be deposited in the Revolving Fund, said funds to come from the Unassigned Fund Balance and constituting the anticipated final balance of the Emergency Operations Center Expendable Trust Fund. The money in the Revolving Fund shall be allowed to accumulate from year to year and shall not be considered part of the town's general fund unassigned fund balance. The Board of Selectmen shall be the agents to expend from the Revolving Fund. The town treasurer shall have custody of all moneys in the fund and shall pay out the same only upon order of the Board of Selectmen, and no further approval of the legislative body shall be necessary to expend. The monies in the Revolving Fund may be expended for maintaining government services, including, but not limited to, payroll, equipment, supplies, maintenance and repairs, utilities, and fuel. This article is contingent upon the Town Meeting's approval of Article 7, and, if the Town Meeting does not approve Article 7, this Article shall be null and void.
This proposed article will result in no increase in the amount to be raised by taxes.

Secretary Morin stated that the Town Counsel wrote this article on behalf of EMD.

AEMD McCarthy addressed the Board. She stated that this article will allow the town to place the grants that the town has received into this fund. The fund could then be used to pay in full or partial employees during an emergency whether it be local, state, or federal. The funds could be used to support the Emergency Operations Center as well as offset expenses incurred by other departments during an emergency.

Chairman Burrill moved to recommend warrant article 8 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

9. To see if the Town will vote to raise and appropriate the sum of \$30,363.00 for the following Community Services:

AREA HOMECARE & FAMILY SERVICES	\$ 3,800.00
CHILD ADVOCACY CENTER	2,000.00
DRUGS ARE DANGEROUS	2,500.00
HAVEN	3,050.00
NHSPCA	750.00
ROCKINGHAM COUNTY COMMUNITY ACTION	5,000.00
ROCKINGHAM NUTRITION MEALS ON WHEELS	2,927.00

ROCKINGHAM NUTRITION MEALS ON WHEELS TRANSPORTATION	700.00
SOROCK COALITION FOR HEALTHY YOUTH	4,936.00
VIC GEARY CENTER	2,700.00
WAYPOINT	<u>2,000.00</u>
	\$30,363.00

This article would result in an estimated \$0.047 increase per \$1,000.00 of assessed value to be raised by taxes.

Chairman Burrill stated that these are services used behind the scenes for residents.

Police Chief Jewett addressed the Board. He stated that some of these services have already been exhausted.

Chairman Burrill moved to recommend warrant article 9 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

10. To see if the Town will vote to raise and appropriate, as proposed by the Recreation Commission the sum of \$4,500.00 for Recreational Programs and Trips for Newton Senior Citizens. This article would result in an estimated \$0.007 increase per \$1,000.00 of assessed value to be raised by taxes.

Mr. Hamel addressed the Board. He did some research on this program as far back as 2009. Back then the appropriation was \$5,000.00. He would like to see the amount changed from \$4,500 to \$5,000 due to the increase in cost and the number of seniors living in town.

He would also like to see this program be funded as part of the operating budget. He is recommending the following be added to the warrant article. "If this article is approved by voter, this program will be included in subsequent operating budgets". If approved, the program would be default budget.

Chairman Burrill stated that the Recreation Commission was concerned with adding it to the budget.

Mr. Hamel agreed that adding it to this year's budget would not have been prudent. If the article passes, then it could into the 2024 default budget.

The Board asked Secretary Morin to check with town counsel if the suggested verbiage is correct.

Chairman Burrill moved to recommend warrant article 10 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Chairman Burrill read the following warrant article.

11. To see if the Town will vote to raise and appropriate, as proposed by the Recreation Commission, the sum of \$25,920.00 for the purpose of hiring four Part-Time Lifeguards and one Part-Time Lifeguard Supervisor: performing candidate searches and training and purchasing necessary Safety Equipment. The Lifeguards will oversee the safety of all swimmers at the Town Beach between May 2023 and September 2023. This article would result in an estimated \$0.040 increase per \$1,000.00 of assessed value to be raised by taxes.

Chairman Burrill stated that the Recreation Commission is recommending this article and based the amount to appropriate on the costs to run the program in 2022. He stated that not all of the lifeguards will probably return and that they will need to start recruiting early.

Chairman Burrill moved to recommend warrant article 11 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

12. To see if the Town will vote, as proposed by the Board of Selectmen, to raise and appropriate the sum of **\$60,000.00** to be paid toward the **2023 Solid Waste Disposal Budget** as an offset to the recycling and disposal costs, and to authorize the withdrawal of \$60,000.00 from the Transfer Station/Recycling Special Revenue Fund created in 2003 for this purpose.

This article would result in no increase in the amount to be raised by taxes.

Chairman Burrill moved to recommend warrant article 12 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

13. To see if the Town will vote, as proposed by the Board of Selectmen, to raise and appropriate the sum of **\$30,000.00 for the purpose of holding a Hazardous Waste Day, for Newton Residents only.** Said monies to come from the Transfer Station/Recycling Special Revenue Fund created in 2003 with no monies to come from taxation.

This article would result in no increase in the amount to be raised by taxes.

Chairman Burrill moved to recommend warrant article 13 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Chairman Burrill read the following warrant article.

14. To see if the Town will vote to adopt an ordinance defining and regulating conflicts of interest for local officers and employees, whether elected or appointed, per the provisions of RSA 31:39 – a, said ordinance being titled the "Town of Newton Ethics Standards". A copy of the Town of Newton Ethics Standards is available at the Town Hall Offices. (Majority Vote Required).

Chairman Burrill stated that when available the policy will be available for review on the Town's website and at the Town hall.

Chairman Burrill moved to recommend warrant article 14 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

15. Shall the Town of Newton vote in accordance with RSA 72:27-a to readopt the provisions of RSA 72:28, II, known as the Optional Veterans' Tax Credit, in the amount of \$750.00 per year? If adopted, the following individuals will be eligible for the Veteran's Tax Credit: (a) every resident of this state who served not less than 90 days on active service in the armed forces of the United States in any qualifying war or armed conflict listed in RSA 72:28, V and was honorably discharged or an officer honorably separated from service; or the spouse or surviving spouse of such resident, (b) every resident of this state who was terminated from the armed forces because of service-connected disability; or the surviving spouse of such resident; and (c) the surviving spouse of any resident who suffered a service-connected death. This tax credit shall replace and shall not be in addition to the standard veteran's tax credit and shall be subtracted in accordance with RSA 72:28, III. (Majority Vote Required).

Town Clerk McCullough stated that this is an update to the current RSA that the Town had adopted. The updated tax credit adds more qualified people to the list. If not passed, the veterans tax credit would be \$25.00.

Chairman Burrill moved to recommend warrant article 15 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

16. To see if the Town will vote the sum of \$69,350.17, for the purpose of funding the position of the Newton School Resource Officer. Said appropriations is to be funded by the Sanborn Regional School District and will be deposited into the Salary FT Officers # 4210204 Police Department budget for that purpose.

This article would result in no increase in the amount to be raised by taxes.

Police Chief Jewett addressed the Board. He stated that the warrant article will allow the Town to place the funds collected from the Sanborn Regional School District for the School Resource Officer (SRO). The money will go to the Police Department salary line item to pay the salary for the SRO.

Chairman Burrill moved to recommend warrant article 16 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – nay.

Chairman Burrill read the following warrant article.

17. To see if the Town will vote, as proposed by the Board of Selectmen, to establish a Capital Reserve Fund under the provisions of RSA 35:1 to be known as **the “Town Cisterns and Fire Ponds Capital Reserve Fund” for the purpose of maintaining, repairing, and improving or replacing the Town’s cisterns and fire ponds;** to raise and appropriate the sum of \$25,000.00 to be placed in the fund and to name the Board of Selectmen as agents to expend from such fund. Said funds to come from the Unassigned Fund Balance.

This article would result in no increase in the amount to be raised by taxes.

Fire Chief Alcadinho addressed the Board. He stated that the cisterns and fire ponds have not been serviced in several years. There is one cistern that is leaking. These cisterns and fire ponds are used by the fire department to extinguish fires.

Chairman Burrill moved to recommend warrant article 17 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

18. To see if the Town will vote to raise and appropriate the sum \$5,130.25 to be deposited into the **Skateboard Park Expendable Trust Fund created in 2021; said funds to come from the unassigned fund balance. The amount \$5,130.25 in the unassigned fund balance** represents donations raised by Paul Murray through various events and deposited into the Town’s general fund, but which are restricted for the purposes for which the Fund was created.

This proposed article will result in no increase in the amount to be raised by taxes.

Chairman Burrill stated that Mr. Murray has raised these funds and that they should be placed in the Skateboard Park fund.

Mr. Hamel asked if the funds could be placed in the funds without having to be a warrant article. Secretary Morin stated that it is a trust fund and not a revolving fund. Therefore, each year the voters need to approve appropriating the funds to the trust fund.

Mr. Joe Simone of Quaker Street addressed the Board. He asked where the interest on these funds is kept. Secretary Morin stated that it is in the unassigned fund balance.

Chairman Burrill moved to recommend warrant article 18 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Marchand read the following warrant article.

19. By petition of 25 or more eligible voters of the Town of Newton to see if the Town will vote to **raise and appropriate the sum of \$2,000** to support a **Lake Host Program at the Newton Town Boat Ramp for the 2023 summer season**. The Lake Host Program is a collaborative effort between NH Department of Environmental Services, NH LAKES and local lake associations. It trains and employs individuals to provide courtesy boat inspections to prevent the spread of aquatic invasive plants, such as milfoil, from one lake to another thereby protecting public lake uses such as swimming, fishing, and boating. ***This article would result in an estimated \$0.005 increase per \$1,000.00 of assessed value to be raised by taxes.***

In 2021 Country Pond Lake Association (CPLA) of Newton organized a Lake Host program that provided over 509 hours of inspection time at the Newton Town Boat Ramp. In 2022 CPLA plans to expand that to 565 hours of inspection time with a total cost of \$5,300. Funding for this program will come from town support via this warrant article, a matching NH LAKES grant and CPLA member donations.

Secretary Morin stated that the years appear to be incorrect.

Chairman Burrill moved to recommend warrant article 19 as written. Seconded by Selectman Marchand. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Chairman Burrill read the following warrant article.

20. By petition of 25 or more eligible voters of the Town of Newton NH we here by shall request that the Town of Newton NH **shall not allow any type of work force housing** till the Town of Newton NH has municipal water and municipal septic throughout the complete town. ***This proposed article will result in no increase in the amount to be raised by taxes.***

Selectman Melvin stated that this will not allow workforce housing until such time the town has municipal water and sewer throughout the town. He stated that the State of NH has funds available to build workforce housing. This will stop contractors from using those funds for workforce housing within the town.

Chairman Burrill moved to recommend warrant article 20 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye, Melvin – aye.

Selectman Melvin read the following warrant article.

21. By petition of 25 or more eligible voters of the Town of Newton to see if the Town will vote to **raise and appropriate the sum of \$10,000.00 to be deposited into the Skateboard Park Expendable Trust Fund** created in 2021 for the purpose of repairing, constructing / reconstructing, and maintaining the skateboard park located at Greenie Park. ***This article would result in an estimated \$x.xxx increase per \$1,000.00 of assessed value to be raised by taxes.***

Mr. William Landry stated the estimated tax impact would be \$0.015.

Chairman Burrill moved to recommend warrant article 21 as written. Seconded by Selectman Melvin. Burrill – aye, Marchand – aye, Connolly – aye. Melvin – aye.

Given under our hands and seal this 16th day of January in the year of our Lord Two Thousand and Twenty-Three.

Chairman Burrill closed the public hearing at 8:18pm.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary