



**Office of the Board of Selectmen  
2 Town Hall Road, Newton, NH 03858  
Tel: 382-4405 Option 5 Fax 382-9140**

[www.newton-nh.gov](http://www.newton-nh.gov)

**NEWTON BOARD OF SELECTMEN**

**DATE: Tuesday, August 1, 2023**

**TIME: 6:00PM**

**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>

**1. Call to Order**

Chairman Marchand called the meeting to order at 6:10 PM. Selectmen in attendance were Chairman Robert Marchand Jr., Vice Chairman Michael Connolly, Matthew Burrill, and Joseph Simone. Also in attendance were James O'Mara, Interim Town Administrator (ITA), and Selectmen's Executive Assistant, Robyn Sparks (EA). The non-public meeting was held @ 5:30 PM and the minutes were transcribed and typed by ITA James O'Mara. The public meeting minutes were transcribed and typed by Executive Assistant Sparks.

Selectman Daniel Guide was in attendance for the Non-Public Session but was excused from the Public Session due to illness.

**Selectman Simone moved to seal the Non-public minutes of August 1, 2023, RSA 91-A: III, II (a) & (c). Selectman Burrill moved to amend the motion, stating the motion was based on the Selectboard coming out of a non-public meeting under RSA 91-A: III, II (a) & (c) and the minutes be sealed until such time as the majority of the Selectboard agrees that is no longer prudent period. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye.**

**2. Pledge of Allegiance**

Chairman Marchand held a moment of silence in honor of the passing of the Atkison Fire Chief.

**3. Board of Appointments**

**3.1 Supervisor of the Voter Checklist**

ITA O'Mara stated the Selectboard does not appoint the Supervisor of the Voter Checklist. The appointment during last Selectboard meeting was not valid and an appointment would come from the current Supervisor of the Checklist's resignation in December 2023.

**3.2 Appointment to NPD-King**

**Selectman Burrill moved to appoint Christian King to the position of Patrolman with the Newton Police Department. This is a provisional appointment until the Police Chief is**

Please check subsequent minutes for approval of and/or amendments to these minutes

**satisfied that all pre-employment conditions have been satisfactorily met followed by a probationary period consistent with town policy. Seconded by Selectman Simone. 4-0 with a unanimous vote.**

**3.3 Remove & Add Signer on Trustee of the Trust Funds Bank Account**  
**Selectman Burrill moved to instruct North Shore Bank to remove Joseph Simone and Ashley McKee as authorized signers for the town and to add Elizabeth Walker and Nancy Kozlowski as authorized signers on accounts under the control of the new Trustees of the Trust Funds. Seconded by Selectman Simone. 4-0 with a unanimous vote.**

#### **4. Citizens Input**

Todd Schulte of 18 Kenwood Drive, stated that he has a unactive telephone pole in his front yard that he would like to have removed by the electric company. He asked the Selectboard to give permission for removal. ITA O'Mara stated he will follow up with the electric company and he has been assured that it will be of no cost to the town.

**Selectman Connolly motioned to allow the Town Administrator to work with the electric company to find a remedy for this matter. Seconded by Selectman Simone. 4-0 with a unanimous vote.**

#### **5. Administration**

##### **5.1 Unanticipated Revenue-RCOC**

ITA O'Mara stated the town received a check in the amount of \$16,860.04 from the Rockingham County Department of Corrections in the matter of State of New Hampshire V. Lynn Bergeron for restitution. The Statue requires a public notice hearing, which will be posted in the Carriage Town News 10 days prior to the next Selectboard meeting, in which the Public Hearing will be held.

##### **5.2 Highway Phone Number**

ITA O'Mara stated the Highway Department now has a new phone # 603-974-1459. The Road Agent will now be able to access voicemails.

#### **6. Staff Reports**

##### **6.1 Cellular Tower Update**

Trisha McCarthy, Emergency Management Director (EMD), stated that Newton lacks reception which directly affects public safety. Further stating that Newton will be able to provide life safety at no cost to the residents by adding a cell tower. This would allow public safety radios to better function because the town will be on top of the tower. At the same time, the tower would produce revenue, as cellular companies would rent the shared space.

EMD McCarthy has vetted 16 locations, however, favors 3 of the locations for the tower. ITA O'Mara stated that this is great news although in the infantile stage. Chief Alcaidinho stated that this would be a non-costing benefit to the town of Newton. He listed the 3 favorable locations as behind the Transfer Station, Bear Hill RD, and Whitter RD.

Selectman Burrill stated this idea is conceptual and although not required the town, should coordinate with the Planning Board. This will give residents an opportunity to share their ideas.

## **6.2 ARPA, EOC, Conservation Updates**

### **ARPA**

EMD McCarthy stated she is still working on the security cameras for town buildings and will provide an update at the next Selectboard meeting. She is also working on a potential Municipal Solar Grant, she will share when she has more details.

### **EOC**

EMD McCarthy stated she is still waiting to hear from Homeland Security to see if Newton's storm damage meets the threshold to receive funding. She offered fans to the Newton residents who may be impacted by the hot weather.

EMD McCarthy stated she is in the process of coordinating with the Sandborn School to bundle fuel consumption, which will have a positive impact on savings. She will provide an update with final numbers when data is available.

### **Conservation**

Conservation will be meeting next week. No update available.

### **Highway-Road Agent**

Road Agent (RA) Mike Pivero stated residents are welcome to call the Highway, but during emergencies always call police. The office is not staffed, so messages are not returned regularly.

RA Pivero states that a lack of accounting knowledge and the weather conditions have delayed the start of town paving. The proposed 2 street paving project is projected to cost \$290,000.00. The available funds for paving total 187,000.00. Due to the deficit the RA will treat the street using a reclaiming process that requires two steps. The second step will be taken next season to best utilize funds.

ITA O'Mara stated RA Pivero will present proposed contractor (s), costs, and time frame at the next Selectboard meeting.

EMD McCarthy stated that unexpected storms in December and March have impacted the Highway's budget. The survey she is working on with Homeland Security could produce funding if Rockingham County qualifies. These funds will not be available until next year.

### **Fire Department**

Chief Alcadinho stated that the Fire Department received a total of 54 service calls for the month of July, bringing the total number of annual service calls to 393. July of 2022 listed 330 service calls. The demand for services by the department continues to grow.

Newton's Fire Department is participating in joint training with neighboring towns. Upcoming water training will be conducted using the rescue boat.

The EMS contract has been impacted by the unexpected passing of the Atkinson Fire Chief, who acted as a liaison.

## **7. Approvals**

### **7.1 Reconsider Payroll Manifest Motion 7/18/2023**

ITA O'Mara stated that a motion was made at the last Selectboard meeting on July 18, 2023, and it needs to be reconsidered to amend the amount so it includes the correct amount of ARPA administrative costs in the payroll manifest.

**Selectman Burrill rescinded said motion.**

**Selectman Burrill moved to approve payroll manifest in the amount of \$56,638.27 for pay period July 2nd -15th, 2023, with a pay date of July 20, 2023. This manifest includes \$749.20 in ARPA administrative costs. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Simone-aye, Guide-aye.**

**Selectman Burrill moved to approve payroll manifest in the amount of \$56,638.27 for pay period July 2nd -15th, 2023, with a pay date of July 20, 2023. This manifest includes \$206.70 of ARPA administrative costs. Seconded by Selectman Simone. 4-0 with a unanimous vote.**

### **7.2 Veterans Credit 10-2-9-3**

**Selectman Connolly moved to sign Veterans Tax Credit for Tax Map 10-2-9-3 beginning tax year 2023. Seconded by Selectman Burrill. 4-0 with a unanimous vote.**

Chief Alcaidinho stated there will be a procession for the Atkison Fire Chief this Saturday.

The ambulance that was being held for the town was too small and no longer available. The cost of the new proposed ambulance will be drawn from ARPA combined with other funding. Chief Alcaidinho recommendation is that the ambulance is purchased with delivery stipulations and payment at time of the vehicle.

### **7.3 Manifests**

**Selectman Simone moved to approve the Vendor Manifest in the amount of \$44,708.10 dated August 1, 2023. Seconded by Selectman Connolly. 4-0 with a unanimous vote.**

**Selectman Simone moved to approve the Vendor Manifest in the amount of \$63,431.82 dated July 25, 2023, payments are for the New Hampshire Retirement System. Seconded by Selectman Burrill. 4-0 with a unanimous vote.**

**Selectman Simone moved to approve a withdrawal in the amount of \$718.60 from the Cable Revolving Fund, account number 391293. Payment is for Hewlett Packard Financial Services invoice in the amount of \$478.58 and \$240.02 totaling \$718.60. Seconded by Selectman Burrill. 4-0 with a unanimous vote.**

**Selectman Simone moved to approve payroll manifest in the amount of \$63,493.30 for pay period July 16th -29<sup>th</sup>, 2023, with a pay date of August 3, 2023. This manifest includes \$335.89 in ARPA administrative costs. Seconded by Selectman Connolly. 4-0 with a unanimous vote.**

#### **7.4 Minutes**

**Selectman Simone moved to accept the public meeting minutes dated July 18, 2023, as written. Seconded by Selectman Burrill. 4-0 with a unanimous vote.**

#### **8. New/Old Business**

##### **8.1 Selectman Goals/Objectives**

Selectman Burrill stated he did not receive any feedback on the Code of Ethics. He suggested addressing this at the Selectboard meeting on the 15<sup>th</sup>. The Selectboard members agreed.

Chairman Marchand asked EMD McCarthy for the available funds in the ARPA account, she did not have the exact figures but gave an estimated amount of \$152,000.00

**Chairman Marchand declared the meeting adjourned at 7:07pm.**

Respectfully submitted,

***Robyn Sparks***

Robyn Sparks  
Executive Administrative Assistant