



**Office of the Board of Selectmen
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**NEWTON BOARD OF SELECTMEN
DATE: TUESDAY, NOVEMBER 5, 2019
TIME: 6:00PM**

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Vice Chairman Doggett called the meeting to order at 6:00pm. In attendance were Selectmen, James L. Doggett; Vice-Chairman, Lawrence B. Foote, Matthew A. Burrill, Kathryn Michaels, Town Administrator Nancy J. Wrigley and Selectmen's Secretary Diane M. Morin. The non-public session was audio taped. The public meeting was audio and video taped. The non-public session minutes were transcribed and typed by Town Administrator Wrigley. The public meeting minutes were transcribed and typed by Secretary Morin.

Nonpublic Session under RSA 91-A:3 II (a) – Disciplinary and Compensation (b) – Hiring Public Employee (c) – Reputation

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

Chairman Lisa L. Gonyer joined the meeting at 6:05pm.

Selectman Burrill stepped out of the meeting for a short period of time

Selectman Foote moved to go close the non-public session at 6:59pm under RSA 91-A: 3 II (a) – Compensation and Disciplinary. Seconded by Selectman Michaels with a roll call vote: Gonyer – aye, Doggett – aye, Foote – aye, Michaels – aye.

Selectman Foote moved to go into non-public session at 6:59pm under RSA 91-A: 3 II (b) – Hiring Public Employee. Seconded by Selectman Michaels with a roll call vote: Gonyer – aye, Doggett – aye, Foote – aye, Michaels – aye.

Selectman Burrill returned to the meeting.

Selectman Doggett moved to close the non-public session at 7:12pm. Seconded by Selectman Michaels with a roll call vote: Gonyer – aye, Doggett – aye, Foote – aye, Burrill – aye, Michaels – aye.

Selectman Michaels left the meeting at 7:10pm due to illness.

Selectman Doggett moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a), (b) and (c) and that they keep all matters discussed confidential until in the opinion of the majority of the Board the circumstances no longer apply except to pass information to the Bookkeeper and Human Resources on those matters. Seconded by Selectman Foote with a unanimous vote.

II. Scheduled Business

A. Fire/Rescue Station

a. Sprinkler system update

Construction Manager (CM) Pivero stated that he spoke with the designer and is working on the design. At this time no construction will take place until spring of 2020. He has asked the designer for a cost of the project by mid-December. Selectman Burrill stated that a December 1, 2019 date would be better so the Board can budget for the cost of the project in 2020. CM Pivero stated that he will call the designer and suggested a letter from the Board be sent as well asking for the cost of the project by December 1st.

Secretary Morin stated that the Building Inspector wrote a 1-year temporary occupancy certificate for the Fire/Rescue Station that will expire on November 5, 2020.

Selectman Burrill informed the Board that the Town of Kingston has an issue with their old Fire Station sprinkler system. They have received a waiver from the State Fire Marshall that will remain in effect until the new station is built.

B. Health Insurance premium cost for 2020

Town Administrator Wrigley reviewed the increase in cost of employee health and dental insurance.

Selectman Doggett moved to authorize Chairman Gonyer sign the Health Trust agreement for 2020. Seconded by Selectman Burrill with a unanimous vote.

C. 2020 Proposed Budget

a. Highway Department

Road Agent (RA) Pivero stated that the increase in the Highway Department budget was due to the salary line item. The Board reviewed the proposed 2020 budget. RA Pivero stated that some of the 2019-line items are over expended, but the budget is still under. He explained that there are other line items that have not been expended and will cover the over expended line items.

Selectman Burrill stated that at some point the highway budget will need to be increased. RA Pivero stated that with the current budget he can pave only a ¼ mile of Town roads each year. To bring all Town roads up to a good state would require paving

at least 1 mile each year. Selectman Burrill would like to find a way to increase the Police, Fire and Highway budgets without increasing the Town budget.

Chairman Gonyer asked RA Pivero if he anticipates expending more for cold patch and equipment rental in 2020 as was expended in 2019. RA Pivero stated that the equipment rental went up because he needed to rent a truck. The truck that the Town received free from DRMO is no longer usable. Chairman Gonyer stated that it would be prudent to increase the rental line item to cover the truck rental. The Board discussed whether to increase the line items or wait until the final numbers for expenditures are finalized.

RA Pivero stated that there is free equipment available, but he does not have access to DRMO. That any request for equipment needs to go through Chief Jewett. RA Pivero stated that Chief Jewett was told he needs Board approval before he can tag available equipment. The issue is the timing which can be too long between approval and tagging the equipment. By the time approval is received the equipment is no longer available. The Board agreed to empower and encourage Chief Jewett to pursue free needed equipment that is available from DRMO.

RA Pivero asked the Board to hold off increasing any line items until the end of December 2019. The Board agreed to review the budget later.

Selectman Doggett moved to include the 2020 Highway Department budget into the 2020 Town's draft budget. Seconded by Selectman Burrill with a unanimous vote.

b. Tree Warden

RA Pivero reviewed the proposed 2020 Care for Trees budget. No funds have been expended for 2019. Chairman Gonyer stated that this budget is for unanticipated issues with trees. Hence why no funds have been expended.

Selectman Doggett moved to include the 2020 Care of Trees budget into the 2020 Town's draft budget. Seconded by Selectman Burrill with a unanimous vote.

c. Building Department

Selectman Burrill moved to include the 2020 Building Department budget into the 2020 Town's draft budget. Seconded by Selectman Foote with a unanimous vote.

Town Administrator Wrigley stated the information requested by Selectman Burrill for data going back 5 years for the General Assistant budget is available for the Board's review.

Selectman Burrill asked if some common line item budgets could be combined into one-line item under one budget. Town Administrator Wrigley stated DRA requires that each department be able to operate on their own.

The Board discussed the General Assistance budget with the provided information from 2015 through the current year expenditures. Town Administrator Wrigley reminded the Board that the Town is responsible for assisting residents in need.

D. Review sealed bids for 2020 Statistical Revaluation

Selectman Foote announced that the Town received a bid from Corcoran Consulting Associates.

Selectman Burrill announced that the Town received a bid from A.S. Lewy Independent Contractor.

Selectman Doggett announced that the Town received a bid from Vision Government Solutions.

E. Per RSA 31:95-b to accept and expend unanticipated funds to Food Pantry from the Recreation Commission in the amount of \$210.50.

Selectman Doggett moved to accept and expend unanticipated funds to the Newton Food Pantry from the Recreation Commission in the amount of \$210.50. Seconded by Selectman Foote with a unanimous vote.

F. Limiting expenditures for remainder of year

Selectman Doggett moved to place a spending freeze on all Town budgets not to exceed \$500.00 effective November 5, 2019 unless authorized by the Board of Selectmen. Seconded by Selectman Burrill for discussion.

The Board agreed that the Chairman can approve emergency expenditure requests.

III. Other Business

Selectman Burrill announced that only 13 tickets have been given out for the November 11, 2019 Veteran's Day Pancake Breakfast. The deadline to sign up is November 7 4:00pm. The breakfast will not be held if there are less than 25 participants. Selectman Burrill stated that if the breakfast is cancelled a ceremony will be held at 8 Merrimac Road on November 11, 2019. At a future date, the Board will look at the possibility of hosting a breakfast for those that have tickets at a local restaurant.

IV. Announcements

Chairman Gonyer announced that Officer Drouin has changed his status from full-time to part-time officer.

Chairman Gonyer announced that Firefighter/Driver Bruce Gusler Jr. has resigned his position with the Newton Fire Department.

Selectman Doggett moved to accept with appreciation Bruce Gusler Jr. resignation from the Newton Fire Department. Seconded by Selectman Foote with a unanimous vote.

V. Approval of Minutes

Selectmen's non-public and public meeting minutes dated October 29, 2019

Selectman Doggett moved to accept the non-public and public meeting minutes dated October 29, 2019 as written. Seconded by Selectman Foote with a unanimous vote.

VI. Sign Manifests and Tax Credits

➤ Manifest

Selectman Foote moved to sign vendor manifest dated November 5, 2019 in the amount of \$110,717.39. Seconded by Selectman Doggett with a unanimous vote.

➤ Veterans Tax Credit

Selectman Foote moved to sign Veterans Tax Credit for tax year 2020 for tax map 8-2-17-7. Seconded by Selectman Doggett with a unanimous vote.

VII. Adjourn

Selectman Doggett moved to adjourn at 8:44pm. Seconded by Selectman Foote with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary