



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

DATE: TUESDAY, APRIL 7, 2020

TIME: 6:00PM

Conference call only

PUBLIC MEETING MINUTES

I. Call to Order

Chairman Burrill called the meeting to order at 6:02pm. In attendance were Selectmen, Matthew A. Burrill; Chairman, Lawrence B. Foote; Vice-Chairman, Lisa L. Gonyer, Charles R. Melvin Sr., Town Administrator Nancy J. Wrigley and Selectmen's Secretary Diane M. Morin. The non-public and public session was audio taped. The public meeting minutes were transcribed and typed by Secretary Morin. The non-public session minutes were transcribed and typed by Town Administrator Wrigley. Selectman Kathryn Michaels was excused this evening.

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

Selectman Foote moved to go into non-public session at 6:02pm under RSA 91-A: 3 II (c) – Reputation. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Melvin – aye

Selectman Gonyer joined the meeting at 6:06pm.

Selectman Foote moved to close the non-public session at 6:35pm. Seconded by Selectman Gonyer. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Selectman Foote moved to go into non-public session at 6:35pm under RSA 91-A: 3 II (a) – Compensation. Seconded by Selectman Melvin Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to close the non-public session at 7:22pm. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Chairman Burrill moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) - (c) 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 Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

On the phone was Pete Gagnon, Tina O'Rourke and members of the public

II. Scheduled Business

A. Fire/Rescue Station

a. Sprinkler system update

Secretary Morin stated that she spoke with Construction Manager Pivero and he informed her that things are moving slowly due to the reduction in workforce caused by the COVID-19 pandemic. Chairman Burrill asked to relay to Construction Manager Pivero to provide the information via email to the Board with the cost of the project.

b. Installation of mailbox at complex

Selectman Melvin stated that he spoke with Gibbs Construction and received a quote for \$475.00 to install a concrete pad and anchor the pedestal mailbox. Selectman Melvin stated that Gibbs contacted Safe Dig and was told it takes 2-3 days before they can be on site. The estimated completion date will be April 14.

Secretary Morin stated she contacted Shea's in Amesbury about a pre-formed concrete slab. The cost for the slab was \$40 and weighs 300 pounds. The company does not deliver.

Selectman Gonyer asked the cost for rental of post office boxes. Selectman Melvin stated that each box cost \$150.

Selectman Gonyer moved authorize Gibbs Construction to install a pedestal mailbox at 8 Merrimac Road in an amount not to exceed \$475.00. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

B. Transfer Station – Baler/Compactor review

Transfer Station Manager (TSM) Pete Gagnon addressed the Board. Currently the Transfer Station is not taking cardboard from out of town residents and it is saving the Town money. Cardboard is being taken for residents only and they must place it in the compactor. Selectman Gonyer suggested we charge a fee for out of town residents. Non-residents would need to break down the cardboard and place it into a standardized container and be charged a fee. The fee would not depend on weight. The Board discussed this option and instructed TSM Gagnon to investigate the possibility of Selectman Gonyer suggestion. In the meantime, the policy of not accepting cardboard for recycling remains the same.

The Board thanked TSM Gagnon and his staff for continuing to service the Town during the COVID-19 pandemic.

C. Water Quality issues – 4 Brookside Lane

Secretary Morin addressed the Board and stated that NH DES has mandated that the Town provide the residents at 4 Brookside Lane portable water due to the high amount of PFAS found in their water supply. Town Administrator Wrigley stated the funds would need to come from the 2020 General Government Building budget. The cost for a reverse osmosis whole house water treatment is \$2,229.00.

Selectman Melvin asked what the Town's liability would be in 5 years should the system break down. Secretary Morin answered that the Town would be responsible for supplying the resident with portable water and would have to replace the system if need be.

Issue with audio conference call:

Selectman Gonyer informed the Board that Selectman Foote was not able to re-join the conference call. She also stated that there may be members of the public also having issues

joining the call. The members of the public need a way to contact the Board if they are having issues joining the call and the Board may have to recess the meeting until the issues are resolved. Chairman Burrill took a roll call of who was on the call: Charles Melvin, Matt Burrill, Lisa Gonyer, Nancy Wrigley, Diane Morin, Tina O'Rourke and Barbara White as a resident. The Board agreed to continue the meeting.

Secretary Morin stated that the agenda has her email address at the top should anyone have issues. She also stated that a member of the public did email her about not joining the call and she responded to keep trying.

Selectman Melvin moved to authorize Comac Pump and Well to install a whole house reverse osmosis system to rectify the high amount of PFAS in the water supply in the amount of \$2,229.00. Seconded by Selectman Gonyer. Burrill – aye, Gonyer – aye, Melvin – aye

D. Town Hall/Gale Library – Replacing heat and smoke detectors

Secretary Morin addressed the Board and explained that because the Town Hall does not have a fully functioning sprinkler system the sprinkler heads and Fire Department connector need to be removed per Life Safety codes. She also explained that the heat detectors in both the Town Hall and Gale Library need to be replaced with smoke detectors. At the Town Hall, there are 3 locations that do not have any detectors installed. Those locations would be new installations and the vendor was not able to provide a quote because he did not know what issues he would run into. The funds would come from the General Government Building.

Selectman Gonyer moved to authorize Covenant Fire Protection to remove the sprinkler heads and Fire Department connector in the amount not to exceed \$1,650.00. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to authorize JM Protective Services to replace the heat detectors at the Town Hall in the amount not to exceed \$2,200.00. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to authorize JM Protective Services to replace the heat detectors at the Gale Library in the amount not to exceed \$975.00. Seconded by Selectman Melvin. Burrill – aye, Gonyer – aye, Melvin – aye

E. Review Digitizing Tax map options

Town Administrator Wrigley reviewed her recommendation for choosing CAI Technologies. The amount of \$34,400.00 which was in the warrant article was approved by the voters on March 10, 2020. Town Administrator Wrigley stated the other vendor's bid was \$12,000.00. Town Administrator Wrigley explained that she is not sure what is in that vendor's bid. The Board would like to have Town Administrator Wrigley invite both vendors to the April 21, 2020 Board of Selectmen meeting.

F. Town Property Landscaping

a. Current contract expires

Secretary Morin asked the Board the term length they want the bid for. Selectman Gonyer stated that an escape clause would need to be in the contract if the bid is for 3 years. The bid

should include the current properties and the addition of spring and fall cleanup at the Town Beach.

b. Adding spring/fall cleanup at Town Beach

Secretary Morin reviewed the quote for a spring and fall cleanup at the Town Beach. The Board will address this matter at their April 21, 2020 meeting.

Chief Alcainho and Selectman Foote joined the meeting via phone.

G. Fire Department

a. Review quotes for new truck

Chief Alcainho reviewed the quotes the Town received for a new fire truck. Pierce Manufacturing quote was \$10,000.00 less the E-One Manufacturing. The truck from Pierce has a bigger chassis and differential which members of the Fire Association thought was a better truck. Chief Alcainho stated that both manufacturer's representative met with the Fire Department on several occasions. The warrant article was written from the information E-One supplied.

The Board and Chief Alcainho discussed if the escape clause in the lease agreement were needed per the warrant article. The warrant article specifically states that there is an escape clause. Both manufacturers' lease agreement has an escape clause. Selectman Gonyer stated that the Board does not need an escape clause because the warrant article authorizes the Board to enter into the lease agreement.

Selectman Gonyer moved to sign the purchase agreement with Pierce Manufacturing for a Fire Truck based on the bid specifications not to exceed \$649,000.00. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

b. Requisitions

Selectman Gonyer moved to sign requisition #202010 in the amount of \$6,199.00 for fire apparatus repairs to come from the 2020 Fire Department budget. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to sign requisition #202013 in the amount of \$3,418.00 for rescue apparatus to come from the 2020 Fire Department budget. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

c. Engine 1 repair quote

Chief Alcainho stated that the 1999 Engine 1 vehicle is the front-line truck that goes to all fire calls needs repairs in the amount of \$16,368.00 which does not include one item. Chief Alcainho stated that the cost of the one repair item is time and materials and he estimate an extra \$200.00 should cover the repair.

Selectman Gonyer asked if there are other service providers that can do the work. Chief Alcainho stated that the service providers must be certified to work on the pump and there are very few in the area.

Selectman Gonyer moved to authorize the repairs to Engine 1 by Greenwood Emergency Vehicles not to exceed \$16,568.25. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

d. Rescue 6 in need of repairs

Chief Alcainho would like to have authorization to bring the vehicle to a different dealer to verify the repairs needed for the vehicle. The Board agreed to have Chief Alcainho get a second opinion on the needed repairs.

H. COVID-19 compensation for affected employees

The Board has requested more information from the Bookkeeper.

III. Announcements

Transfer Station closed on April 12, 2020 in observance of Easter Sunday.

IV. Other Business

A. Manifests

Selectman Gonyer moved to sign cable vendor manifest dated April 7, 2020 in the amount of \$6,733.00. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to sign vendor manifest dated April 7, 2020 in the amount of \$72,959.68. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

B. Appointments

Selectman Gonyer moved to sign appointment for Marianne Pelletier as an Alternate Library Trustee. Term to expire on March 31, 2021. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Selectman Gonyer moved to sign appointment for Betty Bufano as an Alternate Library Trustee. Term to expire on March 31, 2021. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

V. Approval of Minutes

Selectman Melvin moved to accept the non-public and public meeting minutes dated April 3, 2020 as written. Seconded by Selectman Foote. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

VI. Adjourn

Selectman Gonyer moved to adjourn at 8:53pm. Seconded by Selectman Melvin. Burrill – aye, Foote – aye, Gonyer – aye, Melvin – aye

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary