



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

DATE: MONDAY, MARCH 21, 2022

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>

I. Call to Order

Chairman Burrill called the meeting to order at 6:00pm. In attendance were Selectmen Matthew A. Burrill; Chairman, Charles R. Melvin Sr.; Vice-Chairman, Edvin Crnolic, Robert Marchand, Town Administrator Nancy J. Wrigley, and Selectmen's Secretary Diane M. Morin. The non-public session was audio taped. The public meeting was videotape. 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 Lawrence B. Foote was not present.

Nonpublic Session under RSA 91-A:3 II (a) – Disciplinary, (a) – Compensation, (c) – Reputation

Selectman Crnolic moved to go into non-public session at 6:00pm under RSA 91-A: 3 II (a) – Disciplinary. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

Selectman Crnolic moved to close the non-public session at 6:33pm. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

Selectman Crnolic moved to go into non-public session at 6:33pm under RSA 91-A: 3 II (a) – Compensation. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

Selectman Crnolic moved to close the non-public session at 6:54pm. Seconded by Selectman Burrill. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

Selectman Crnolic moved to go into non-public session at 6:55pm under RSA 91-A: 3 II (c) – Reputation. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

Selectman Crnolic moved to close the non-public session at 6:56pm. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

II. Scheduled Business

A. Seal non-public minutes

Selectman Crnolic moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) 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 provide the Bookkeeper with needed information. Seconded by Selectman Marchand. Melvin – aye, Burrill – aye, Crnolic – aye Marchand – aye.

B. Re-organization of Board of Selectmen

Selectman Melvin moved to appoint Selectman Burrill as the chairman. Seconded by Selectman Crnolic. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Selectman Marchand moved to appoint Selectman Crnolic as vice-chairman. Seconded by Chairman Burrill. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Chairman Burrill explained that Ex-Officio are voting members of the board, commission, or committee they sit on. The Conservation Commission and Planning Board need an Ex-Officio.

Selectman Crnolic moved to appoint Selectman Marchand as the Ex-Officio to the Planning Board. Seconded by Selectman Melvin with a unanimous vote.

Chairman Burrill asked the board members if anyone was interested in being the Ex-Officio to the Conservation Commission. The Conservation Commission meets once a month.

Selectman Marchand moved to appoint Selectman Crnolic as the Ex-Officio to the Conservation Commission. Seconded by Chairman Burrill. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Selectman Melvin stated that he no longer wants to be the liaison to the Fire Department or the Transfer Station. Selectman Crnolic would like to be the liaison to both the Fire and Police Departments. Selectman Melvin stated that Selectman Crnolic should step down as a town firefighter.

Chairman Burrill read the following definition of a liaison that the Board voted on at their March 16, 2021, meeting:

The Selectmen's Liaison role is being created to improve efficiency in communication between the Board and Department heads and avoid micromanagement situations. This is not intended to create a new reporting structure or an additional department head. Communication should continue between all other Board members and the Department, as necessary. Approval of prudential affairs remain per published Board policy and the voting rights of the Board in a quorum.

Selectman Melvin stated that Selectman Foote was not allowed to be the liaison because he was a town employee within the fire department. Chairman Burrill stated that the town does not have a policy that disallows a Selectman who is also on the staff of a department to not be a liaison. Selectman Crnolic stated that he does not believe there is a conflict of interest. The liaison is there to help with communication between the departments and Board. As the only person on the Board with public safety experience, Selectman Crnolic feels that he is qualified for the position.

Selectman Marchand moved to appoint Selectman Crnolic as the liaison to the fire and police department. Seconded by Selectman Crnolic. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Selectman Crnolic moved to appoint Selectman Marchand as the liaison to the Transfer Station. Seconded by Chairman Burrill. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Chairman Burrill reviewed the list of liaison. Selectman Foote will remain as the Building Department liaison. Chairman Burrill will remain the liaison to the Highway Department and Ex-Officio to the Recreation Commission.

Town Administrator Wrigley asked if Selectman Marchand will be stepping down as an alternate on the Planning Board. Selectman Marchand stated that his term was only for one year.

C. ARPA Update

Acting Emergency Management Director (AEMD) Trisha McCarthy addressed the Board. She informed them that the manifest the Board signed last week included \$87.38 for notebooks for the ARPA committee. The committee consists of Mr. Joe Simone, Selectman Charles Melvin, Mr. Jack Kozec, Police Chief Mike Jewett, Fire Chief John Alcaidinho, Transfer Station Manager Peter Gagnon, and herself. They meet on a weekly basis for now. The other expenses were: \$65.85 on supplies for the vaccine clinic, and \$2,847.89 for sanitizing the Town Hall after a COVID-19 outbreak in late December 2021.

She explained that for a purchase/service to qualify for ARPA funds, a questionnaire needs to be filled out and approved by the US Treasury before the funds can be approved.

She stated that a vaccine clinic was held on March 13, 2021, at the Fire Station. She does not believe there will be another clinic at this time.

The ARPA committee must submit a report by April 30, 2022, to the US Treasury with a wish list of items that the Town would like to use the ARPA funds for.

D. Town Building –

a. Fire Station – Additional fire horns and strobes needed

Chairman Burrill stated that he was informed that the need for the additional life safety alarms is because the Town now uses the fire station as a polling place. He asked AEMD McCarthy if this expense could be covered under the ARPA because the Town moved the polling place due to COVID-19 guidelines and that the Town Hall could not accommodate the number of people that would be in the main hall at one time.

AEMD McCarthy stated that she will investigate whether the ARPA funds can be used to cover the cost of the additional life safety alarms.

E. Permission to use Town Roads – Ride to End Alzheimer's

Selectman Crnolic stated that his concern was that they planned to use Gale Village and Currierville Roads. Town Administrator Wrigley and Road Agent Pivero stated that they stay on Maple Avenue to Chase Road in South Hampton.

Selectman Crnolic moved to allow Ride to End Alzheimer's permission to use town roads on June 4, 2022, for their 62 and 100 mile bike ride. Seconded by Selectman Melvin for discussion.

Mr. Joe Simeone asked who pays for the police details to ensure it is safe for both riders and drivers? Chairman Burrill believes that they pay for their police details.

The motion passed with a unanimous vote.

Selectman Crnolic stated that on the application, the organization states it will hire State certified flaggers and local police as needed.

Chairman Burrill asked Secretary Morin to reach out to Chief Jewett and ask him if the organization has hired enough police details.

F. Permission to use Greenie Park fields

Selectman Melvin stated that he received a call from a resident complaining that the league did not clean up after each use. He is in favor of allowing them to utilize the fields provided they clean up and pay for the porta-potties.

Mr. Joe Simone stated that he has seen firsthand how the fields become torn up from the cleats the players wear, and he does not want to see the Town have to pay to repair the fields.

Town Administrator Wrigley reminded the Board that there is no custodian to pick up the trash. Chairman Burrill stated that we will need to inform the league that they will need to put their trash in the dumpster.

Mr. Simone suggested the Board put in writing that Show New England must pick up after themselves or the permit will be revoked. He asked if the town is being compensated for use of the fields. Selectman Marchand suggested all these points be put in a letter to the leagues.

Secretary Morin informed the Board that a Zoom viewer would like to address the Board. The Board agreed to allow the Zoom user.

Ms. Diane Glose addressed the Board via Zoom and asked if this was a new problem. She stated that the league makes the kids pickup, and the league maintains the fields. Selectman Melvin repeated what he heard from a resident that the area was not pick up after they were used.

Mr. Simone is not concerned with the local league but the Show New England.

Town Administrator Wrigley stated that porta-potties will be available sometime in May.

a. Sanborn Baseball and Softball

Selectman Crnolic move to approve the application for Sanborn Baseball and Softball to use the ball fields at Greenie Park. Seconded by Selectman Marchand with a unanimous vote.

b. Show New England – Baseball Academy

Selectman Melvin moved to allow Show New England be allowed to use the ball fields at Greenie Park provided they pay for the porta-potties and clean up after each use. Seconded by Selectman Marchand for discussion.

Secretary Morin asked if they would need to pay the cost of the porta-potties only when they use the fields? Chairman Burrill and Selectman Melvin believe they should pay for the whole season. Selectman Melvin stated the town should receive a benefit for allowing them the use of the fields.

Mr. Simone addressed the Board. The porta-potties will need to be emptied more often during games. He stated that this a for profit organization unlike the Sanborn League. It could open the town to much more maintenance and repairs if they are allowed to use the fields.

Ms. Glose asked if the Show New England was for a clinic. Selectman Crnolic stated that it was for a season.

Upon further discussion the Board asked to have a representative from Show New England at the next meeting to discuss the concerns the Board has.

Selectman Melvin rescinded his motion.

G. Letter of resignation – Deputy Treasurer

Selectman Marchand moved to accept resignation letter from William Harding as Deputy Treasurer. Seconded by Selectman Melvin with a unanimous vote.

Chairman Burrill announced that there is an opportunity as a Deputy Treasurer opening in the Town. Interested residents should apply to the Selectmen's Office.

III. Other Business

A. MS-232 2022 Appropriations

Selectman Crnolic moved to sign the 2022 MS-232 Appropriations. Seconded by Selectman Marchand with a unanimous vote.

B. Administrative leave pay calculation

Chairman Burrill explained that the Board received an inquiry on how to calculate the pay rate for an employee on administrative leave. He suggested that the calculation be based on last year's pay and divide it by 52 weeks for each position held.

Selectman Marchand moved to authorize the Bookkeeper to pay for the EOC position based on 22.9 hours per week. Seconded by Selectman Crnolic with a unanimous vote.

Selectman Marchand moved to authorize the Bookkeeper to pay for the Fire Department position based on 4.4 hours per week. Seconded by Selectman Melvin with a unanimous vote.

C. Show New England – Continued

Selectman Crnolic read a text message he received from Anthony Scafidi who is involved with Show New England. "They will work around the rec schedule. They promise to pick up and take care of the fields. And porta-potties will not be an issue".

Mr. Simone addressed the Board and stated the Board should do diligence before allowing them to use the fields.

Chairman Burrill asked Selectman Crnolic to inquire if the season is starting April 1, 2022.

While waiting for a response, Chairman Burrill announced that the Recreation Commission is looking for a Lifeguard Supervisor. The Recreation Commission is asking for approval to offer the town employees the first option to apply for the position. There were no objections from the Board.

Chairman Burrill stated that the average age of the members of the Recreation Commission is 65. The committee needs more volunteers who can assist with the beach. Unless there are volunteers, there is a good possibility that the raft may not be launched this year.

Mr. Simone suggested the beach be closed if there are no volunteers to assist.

Selectman Crnolic stated that Mr. Scafidi will be attending the meeting and will answer the Board's questions.

D. Veterans Tax Credit

Selectman Crnolic moved to sign veterans tax credit beginning tax year 2022 for tax map 14-1-5-1. Seconded by Selectman Melvin with a unanimous vote.

E. Appointments

Selectman Crnolic moved to sign appointment for Paula Noon as a Gale Library Trustee. Term to expire March 31, 2023. Seconded by Selectman Melvin with a unanimous vote.

Selectman Crnolic moved to sign appointment for Rick Faulconer and Margaret Connors as members of the Recreation Commission. Terms to expire April 30, 2025. Seconded by Selectman Marchand. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Secretary Morin asked Selectman Melvin which one he is opposed to. Selectman Melvin stated "What difference does it make. I oppose them both".

Selectman Crnolic moved to sign appointment for Vanessa Burrill and William Harding as members of the Recreation Commission. Terms to expire April 30, 2024. Seconded by Selectman Marchand. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Selectman Crnolic moved to sign appointment for Anne Banks and Betty Bufano as Alternate Gale Library Trustees. Term to expire March 31, 2023. Seconded by Selectman Melvin with a unanimous vote.

Selectman Crnolic moved to sign appointment for Trisha McCarthy as a member of the Conservation Commission. Term to expire April 30, 2025. Seconded by Selectman Melvin with a unanimous vote.

IV. Approval of Minutes

Selectman Crnolic moved to accept the public meeting minutes dated March 7, 2022, as written. Seconded by Selectman Marchand. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

Selectman Crnolic moved to accept the non-public and public meeting minutes dated March 15, 2022, as written. Seconded by Selectman Marchand. Burrill – aye, Crnolic – aye, Marchand – aye. Melvin – nay.

V. Adjourn

Selectman Melvin moved to adjourn at 7:57pm. Seconded by Selectman Crnolic.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary