



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

DATE: THURSDAY, JUNE 16, 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 6:10pm. In attendance were Selectmen Matthew A. Burrill, Chairman, Charles R. Melvin Sr., Robert K. Marchand Jr, Michael R. Connolly, Town Administrator Nancy J. Wrigley, and Selectmen's Secretary Diane M. Morin. A portion of the non-public session was audio taped. The non-public session meeting minutes and the public meeting minutes were transcribed and typed by Secretary Morin.

Selectman Lawrence Foote was not present.

II. Scheduled Business

A. Approval for 2 Selectmen to meet with Town Hall Staff

Chairman Burrill explained that Town Administrator (TA) Nancy Wrigley will be retiring on June 30, 2022, and the Board needs to ensure that her responsibilities are temporarily assigned to the remaining staff. He is recommending that 2 Selectmen meet with the Town Hall staff to review who will be handling TA Wrigley's duties until a new Town Administrator is hired.

Chairman Burrill and Selectman Connolly will setup a meeting to work with the staff early next week. A list of duties and assignments will be compiled and brought to the Board for approval.

Chairman Burrill informed the Board that MRI, the company hired to help find a new Town Administrator, has received several applications. The deadline to apply is June 27, 2022.

B. Capital Improvement Plan (CIP)

Selectman Marchand informed the Board that he worked with Fire Chief Alcainho, Police Chief Jewett, and Road Agent Pivero on their respective CIP's. They are complete and Secretary Morin will send them to Mark Lavoie, Chairman of the CIP committee, early next week.

Nonpublic Session under RSA 91-A:3 II (b) – Hiring New Employee, (c) – Reputation

Selectman Melvin moved to go into non-public session at 6:16pm under RSA 91-A: 3 II (b) – Hiring New Employee. Seconded by Selectman Marchand. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

Selectman Melvin moved to close the non-public session at 6:28pm. Seconded by Selectman Marchand. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

Selectman Marchand moved to go into non-public session at 6:28pm under RSA 91-A: 3 II (c) – Reputation. Seconded by Selectman Melvin. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.

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

C. Seal non-public minutes

Chairman Burrill moved that the Board just came out of a non-public session under RSA 91-A: 3 II (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. Seconded by Selectman Marchand. Burrill – aye, Melvin – aye, Marchand – aye Connolly – aye.

III. Adjourn

Chairman Burrill adjourn the meeting at 6:58pm.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary