



**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: MONDAY, February 27, 2023**

**TIME: 6:00PM**

**LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD**

**PUBLIC SESSION MINUTES**

**I. Call to Order**

Chairman Burrill called the meeting to order at 2:00pm. In attendance were Selectmen Matthew A. Burrill, Chairman, Robert Marchand Jr, Vice-Chairman, Charles R. Melvin Sr., Michael Connolly, Jim O'Mara, Interim Town Administrator, and Selectmen's Secretary Diane M. Morin. A portion of the non-public session minutes were transcribed by Chairman Burrill. The non-public session minutes were typed by Secretary Morin. The public meeting minutes were transcribed and typed by Secretary Morin.

Selectman Lawrence Foote was not present.

**Nonpublic Session under RSA 91-A:3 II (a)) – Dismissal.**

**Selectman Marchand moved to go into nonpublic under RSA 91-A:3 II (a) – Dismissal at 2:00pm. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.**

**Selectman Marchand moved to close the non-public session at 2:10pm. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.**

**II. Scheduled Business**

**A. Handicapped ramp invoice**

Chairman Burrill stated that the amount remaining to be paid for the work done on the handicapped ramp at the Town Hall was incorrect.

**Selectman Melvin moved to cancel the check made out to Niklaus Painting and Construction in the amount of \$7,775.00. Seconded by Selectman Marchand with a unanimous vote.**

**Selectman Marchand moved to authorize the Trustees of Trusts Funds to cut a check from the Town Buildings Capital Reserve fund in the amount of \$8,795.00 to Niklaus Painting and Construction. Said check shall be mailed to Town Counsel for distribution. Seconded by Selectman Melvin with a unanimous vote.**

**B. Resignation letter**

**Selectman Marchand moved to accept the resignation letter from Mr. Robert Donovan Jr. as the Chief Building Inspector/Code Enforcement Officer with thanks and appreciation. Seconded by Selectman Connolly with a unanimous vote.**

The Board will work with Interim Town Administrator O'Mara on the Building Department needs. The Board will consider posting for the position at the March 7, 2023, meeting.

**Selectman Marchand moved to go into nonpublic under RSA 91-A:3 II (b) – Hiring new public employee at 2:30pm. Seconded by Selectman Connolly. Burrill – aye, Melvin – aye, Marchand – aye, Connolly – aye.**

**Selectman Marchand moved to close the non-public session at 5:15pm. Seconded by Selectman Connolly. 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 (a) & (b) 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 with a unanimous vote.**

**III. Other Business**

**A. Manifest**

**Selectman Melvin moved to sign vendor manifest dated February 27, 2023, in the amount of \$813,260.07 of which \$757,030.00 goes towards the March Sanborn Regional School District payment. Seconded by Selectman Marchand with a unanimous vote.**

**Selectman Melvin moved to sign Cable Revolving Fund vendor manifest dated February 27, 2023, in the amount of \$621.41. Seconded by Selectman Marchand with a unanimous vote.**

**Selectman Melvin moved to sign payroll manifest pay period February 12 – 25, 2023, with a pay date of March 2, 2023, of which \$292.32 went towards ARPA administrative salary. Seconded by Selectman Marchand with a unanimous vote.**

**IV. Adjourn**

**Selectman Marchand moved to adjourn at 5:15pm. Seconded by Selectman Connolly.**

Respectfully submitted,

Diane M. Morin  
Board of Selectmen Secretary