



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

DATE: TUESDAY, March 19, 2019

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Vice Chairman Gonyer called the meeting to order at 6:01pm. In attendance were Selectmen Lisa L. Gonyer, Vice-Chairman, Lawrence B. Foote, James L. Doggett, Nancy J. Wrigley, Town Administrator and Diane M. Morin, Selectmen's Secretary. The non-public session was audio taped. The public meeting was audio and video taped; the public meeting minutes and the non-public session minutes were transcribed and typed by Diane M. Morin. Selectmen Matthew A. Burrill and Kathryn Michaels were excused this evening.

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

Selectman Doggett moved to go into non-public session at 6:01pm under RSA 91-A: 3 II (c) Reputation. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye.

Selectman Doggett moved to close the non-public session at 6:15pm. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye.

The Board recessed at 6:15pm and returned at 6:30pm.

Selectman Doggett moved that the Board just came out of a non-public session under RSA 91-A: 3 II (c) -- Reputation 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 Foote with a unanimous vote.

Selectman Gonyer acknowledge a reporter from the Lawrence Eagle Tribune who was in the audience.

II. Approval of Minutes

Selectmen's non-public and public meeting minutes dated March 5, 2019

Selectman Doggett moved to accept the non-public and public meeting minutes dated March 5, 2019 as written. Seconded by Selectman Foote with a unanimous vote.

III. Scheduled Business

A. Road Acceptance -- Sarah's Way Extension

Selectman Gonyer stated that the Planning Board, Town Engineer and Road Agent have recommended that the Town accept Sarah's Way Extension as a Town road. The developer will need to provide a maintenance road bond in the amount of \$6,927.00, a certification of title and a "As Built" plan.

Selectman Doggett moved to accept Sarah's Way Extension as a Town road provided the following criteria are met: Maintenance Road Bond in the amount of \$6,927.00, a Certification of Title and a "As Built" plan. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to release the maintenance restoration bond for Sarah's Way Extension in the amount of \$11,898.04 with accrued interest once the maintenance road bond has been received. Seconded by Selectman Foote with a unanimous vote.

B. Elderly Housing units 2017 & 2018

Selectman Doggett stated that this report provides the number of new housing units built in the past year. The State allows for 10% of the total number of housing units to be designated as Elderly Housing. The Town can have 164 elderly housing units and currently there are 140 elderly housing units in Town. There are 23 housing units that can be designated as elderly housing.

C. 2019 Gale Library release of funds

Selectman Foote moved to release the funds to the Gale Library in the amount of \$31,925.00 as approved in the 2019 Operating Budget. Seconded by Selectman Doggett with a unanimous vote.

Selectman Gonyer stated that the Library operates as a separate entity. The operating budget for the library is included in the Town's operating budget. Once the Town's operating budget is approved by the voters the funds for the library are released in a lump sum.

D. Review -- RPC Electric Aggregation

Selectman Doggett stated that he attended a meeting held by the Rockingham Planning Commission (RPC) where the electric aggregation proposal was discussed. The RPC program will facilitate the purchase of electricity for municipality, schools and county governments. In examples provided by the RPC, the Town could realize a \$1,500-2,000 yearly savings. The program will begin in 2020. Selectman Doggett asked the Board if he could send the letter of interest to Town Counsel once he receives it. The Board agreed to have Town Counsel review the letter.

E. 2 Amesbury Road -- Notice to previous owner

Selectman Gonyer stated that a notice needs to be sent to the previous owner 90 days before auctioning or selling the property per RSA 80:89. Town Administrator Wrigley

stated that the Staff has been researching to find a sample letter/notice to send. The auction will need to be delayed until the requirements for RSA 80:89 are met.

Selectman Doggett moved to authorize Town Administrator Wrigley to sign the notification letter addressed to the previous owner of 2 Amesbury Road that the Town is intending to auction off said property. Seconded by Selectman Foote with a unanimous vote.

F. Transfer Station – Tractor

Town Administrator Wrigley asked the Board if quotes would be the process to follow and not advertised sealed bids. The Board agreed that getting quotes would be the best approach. The Board stated that they would like to see up to 5 quotes. Selectman Doggett suggested contacting the State's DOT for a bid spec and if they know of any surplus tractors available. Selectman Doggett stated a trade in value for the old tractor should be provided to the Board.

G. Letter to Trustees of Trust Fund and North Shore Bank

Town Administrator Wrigley explained that DRA requires a letter to the Trustees of Trust Fund and to North Shore Bank stating that the accounts should be closed out.

Selectman Foote moved to sign a letter to North Shore Bank to close out the following bank accounts: Capital Reserve Funds known as "Town Hall Sprinkler" and "Safety Complex. Expendable Trust Fund known as "Emergency Operating Center for emergency operations, equipment, office supplies and payroll". Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to sign a letter to the Trustees of Trust Fund to close out the following bank accounts: Capital Reserve Funds known as "Town Hall Sprinkler" and "Safety Complex. Expendable Trust Fund known as "Emergency Operating Center for emergency operations, equipment, office supplies and payroll". Seconded by Selectman Doggett with a unanimous vote.

IV. Sign Manifests, Tax Credits, and Appointments

➤ **Manifest**

Selectman Doggett moved to sign vendor manifest dated March 19, 2019 in the amount of \$692,183.63 of that \$516,000.00 goes towards the April Sanborn School District payment and \$88,575.00 goes toward the yearly payment for 8 Merrimac Road per the 2012 Warrant Article 6. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to sign vendor manifest New Fire/Rescue Station dated March 19, 2019 in the amount of \$534.06. Seconded by Selectman Foote with a unanimous vote.

Selectman Doggett moved to sign payroll manifest pay period March 3–16, 2019 with a pay date of March 21, 2019. Seconded by Selectman Foote with a unanimous vote.

➤ Tax Credit

Selectman Foote moved to sign Veteran's tax credit for map 8-3-4-1 for tax year 2019. Seconded by Selectman Doggett with a unanimous vote.

➤ Appointments

Selectman Foote moved to appoint Richard Faulconer as an Alternate to the Recreation Commission for a 3-year term to expire April 30, 2022. Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to appoint Julie Lamere as an Alternate Gale Library Trustee for a 1-year term to expire on March 31, 2020. Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to appoint Elizabeth Bufano as an Alternate Gale Library Trustee for a 1-year term to expire on March 31, 2020. Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to appoint Marianne Pelletier as an Alternate Gale Library Trustee for a 1-year term to expire on March 31, 2020. Seconded by Selectman Doggett with a unanimous vote.

V. Announcements

Fire Department – Deputy John Kane and Captain Scott Dole
Town Administrator Wrigley stated that both Deputy John Kane and Captain Scott Dole have successfully completed their 1-year probationary period.

VI. Adjourn

Selectman Doggett moved to adjourn at 7:01pm. Seconded by Selectman Foote with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary