



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

DATE: TUESDAY, October 1, 2019

TIME: 6:00PM

LOCATION: NEWTON TOWN HALL, 2 TOWN HALL ROAD

PUBLIC MEETING MINUTES

I. Call to Order

Chairman Gonyer called the meeting to order at 6:00pm. In attendance were Selectmen, Lisa L. Gonyer; Chairman, James L. Doggett; Vice-Chairman, Lawrence B. Foote, Matthew A. Burrill, Kathryn Michaels, Town Administrator Nancy J. Wrigley and Selectmen's Secretary Diane M. Morin. The non-public session was audio taped. The public meeting was audio and video taped; the public meeting minutes and a portion of the non-public session minutes were transcribed and typed by Secretary Morin. A portion of the non-public session minutes were transcribed and typed by Town Administrator Wrigley.

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

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, Burrill – aye, Michaels – aye.

Selectman Doggett moved to close the non-public session at 6:35pm. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved to go into non-public session at 6:35pm under RSA 91-A: 3 II (e) – Litigation. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved to close the non-public session at 6:37pm. Seconded by Selectman Foote with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved to go into non-public session at 6:37pm under RSA 91-A: 3 II (a) – Compensation. Seconded by Selectman Michaels with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved to close the non-public session at 7:13pm. Seconded by Selectman Burrill with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved to go into non-public session at 7:16pm under RSA 91-A: 3 II (c) – Reputation. Seconded by Selectman Michaels with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Burrill moved to close the non-public session at 7:39pm. Seconded by Selectman Doggett with a unanimous roll call vote: Gonyer – aye, Foote – aye, Doggett – aye, Burrill – aye, Michaels – aye.

Selectman Doggett moved that the Board just came out of a non-public session under RSA 91-A: 3 II (a) – Compensation (c) – Reputation and (e) – Litigation 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 inform the Bookkeeper any pertinent information that needs to be disseminated. Seconded by Selectman Foote with a unanimous vote.

II. Scheduled Business

A. Fire/Rescue Station

a. Sprinkler system update

Chairman Gonyer stated that there is no new information or updates at this time.

B. Intent to cut Timber – Map 13-3-13

Selectman Doggett moved to sign the intent to cut timber for map 13-3-13. Seconded by Selectman Foote with a unanimous vote.

C. Tax Map conversion from paper to digital format

Chairman Gonyer stated that the conversion will cost the Town a large sum of money. The company that supplies our tax maps will no longer provide the Town with the paper tax maps by the end of tax year 2021. The Town will need to find a new vendor or convert the tax maps to a digital format.

Selectman Doggett explained that there is an initial cost to digitize the tax maps plus any updates that may be needed.

Chairman Gonyer stated that digitizing maps is more accurate and efficient.

Upon further discussion, the Board agreed that conversion of the tax map to digital should go out to bid.

Selectman Doggett will speak with Rockingham County Commission and seek advice on converting the tax maps to digital.

D. Review 2020 proposed budget schedule

The Board reviewed the proposed 2020 budget submission schedule. A representative whom can speak to the budget should be present when their budget is scheduled to be reviewed by the Board.

Selectman Doggett moved to accept the 2020 budget submission schedule as presented. Seconded by Selectman Burrill with a unanimous vote.

E. Electronic Message Board usage

Secretary Morin asked the Board to clarify if a private non-profit organization can have a message displayed on the electronic board. Selectman Burrill stated that it should only be used for emergencies or time sensitive messages that affect the Town. Chairman Gonyer and Selectman Doggett agreed with him. Selectman Foote and Michaels would like to have any private non-profit organization that is raising funds for the Town be able to display a message.

F. Request to use Town Hall – Cub Scouts

Chairman Gonyer explained that the Cub Scouts meeting place has mold, so they are unable to use the venue. They are requesting to use the Town Hall every 1st Wednesday of the month from 6:15pm to 7:45pm indefinitely. Selectman Doggett would like to limit the time to six months.

Selectman Foote asked if the organization has insurance. Selectman Burrill would like to have the Town Administrator Wrigley check with the Town's insurer as to what the Town's exposure is.

Town Administrator Wrigley asked if there will be supervision for the children. Chairman Gonyer stated that each child will have an adult and one or two additional adults such as Scout Masters. Chairman Gonyer volunteered to be onsite to allow the Scouts in.

Selectman Doggett moved to allow the Cub Scouts to use the Main Meeting room in the Town Hall every 1st Wednesday of the month from 6:15pm - 7:45pm for a period of six months. Seconded by Selectman Burrill with a unanimous vote. Chairman Gonyer abstained due to her association with the Scouts.

III. Other Business

A. Impact Fee – Letter to Sanborn Regional School District

Chairman Gonyer stated that there have been correspondences between the Town and the School District requesting a Bond letter from the school. As of now the letter has not been received. The Town will use the letter from 2018 and submit the money received from the impact fees to the school to offset the High School Bond balance.

Selectman Doggett moved to sign the Bond letter to the Sanborn Regional School District that applies the impact fees in the amount of \$22,991.42 to the High School Bond balance. Seconded by Selectman Burrill with a unanimous vote.

B. Old Fire Station – Possible usage proposal

Chairman Gonyer stated that the old fire station is in a residential zone. There is a possible buyer that would like to use the property for an automotive business. The buyer would like to have the Board assist with the process of converting the property from residential to commercial.

Selectman Doggett stated that the property is a pre-existing non-conforming use of residential A property with a 2-year limitation if not used for the same type of purpose. The property would need a variance from the Board of Appeals in order to continue as a non-conforming residential A property.

Chairman Gonyer asked if the Board would be willing to consider a conditional offer based on Board of Appeals approval of a variance. The Board would be agreeable to a conditional offer.

Selectman Burrill stated the buyer should submit the purchase and sales agreement with the condition the buyer receives a variance.

Selectman Burrill stated that there should be a warrant article placed on the Town's March ballot re-zoning the property to commercial. Selectman Doggett will have the Planning Board submit the warrant article.

Selectman Doggett stated the variance goes with the land not the building.

IV. Announcements

Chairman Gonyer announced that Trick or Treat will be on October 31, 2019 from 5-8:00pm.

Selectman Burrill announced that Trunk or Treat will be on October 19, 2019 from 4-6:00pm at the Memorial School.

V. Approval of Minutes

Selectmen's non-public and public meeting minutes dated October 17, 2019

Selectman Doggett moved to accept the non-public and public meeting minutes dated October 17, 2019 as written. Seconded by Selectman Burrill with a unanimous vote.

Selectman's Public Hearing meeting minutes dated October 17, 2019

Selectman Doggett moved to accept the Public Hearing meeting minutes dated October 17, 2019 as written. Seconded by Selectman Michaels with a unanimous vote.

No minutes were unsealed.

VI. Sign Manifests
➤ Manifest

Selectman Foote moved to sign vendor manifest dated October 1, 2019 in the amount of \$63,073.84. Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to sign vendor manifest New Fire/Rescue Station dated October 1, 2019 in the amount of \$1,395.00. Seconded by Selectman Michaels with a unanimous vote.

Selectman Foote moved to sign payroll manifest pay period September 15-28, 2019 with a pay date of October 3, 2019. Seconded by Selectman Doggett with a unanimous vote.

Selectman Foote moved to sign vendor manifest dated October 1, 2019 in the amount of \$529.23 Seconded by Selectman Doggett with a unanimous vote.

VII. Adjourn

Selectman Doggett moved to adjourn at 8:44pm. Seconded by Selectman Michaels with a unanimous vote.

Respectfully submitted,

Diane M. Morin
Board of Selectmen Secretary