



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

**DATE: Tuesday, August 15, 2023**

**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>

**1. Call to Order**

Chairman Marchand called the meeting to order at 6:00PM. Selectmen in attendance were Chairman Robert Marchand Jr., Vice Chairman Michael Connolly, Matthew Burrill, and Joseph Simone was present via zoom and telephone. Also in attendance were Interim Town Administrator (ITA) James O'Mara, and Selectmen's Executive Assistant, Robyn Sparks (EA). The non-public meeting was held at 7:37 PM and the minutes were transcribed and typed by ITA James O'Mara. The public meeting minutes were transcribed and typed by EA Sparks.

**2. Pledge of Allegiance**

**3. Public Hearing**

Chairman Marchand called the Public Hearing to order, Pursuant to NH RSA 31:95-b the Newton Board of Selectmen will hold a Public Hearing on Tuesday, August 15, 2023, beginning at 6:00pm at the Newton Town Hall, 2 Town Hall Road, Newton, NH and via Zoom Meeting ID as listed on the notification.

To take public input on the acceptance of unanticipated funds in the amount of \$16,860.04 from Rockingham County Department of Corrections. These funds are part of the sentencing order dated June 15, 2023, issued by Rockingham County Superior Court Justice David Ruoff in the matter of the State of New Hampshire V. Lynn Bergeron.

ITA O'Mara stated a restitution check was received in the amount of \$16,860.04 from the State of NH V. Bergeron. The statute cites an amount over \$5,000.00 requires a Public Hearing. The origin of these funds were taken from an account called Global Towers. ITA O'Mara stated the Treasurer under instruction from the Selectboard, will open an account at North Shore Bank under the Name Global Towers.

**Selectman Burrill moved to accept the amount of \$16,860.04 from the Rockingham County Department of Corrections and direct the Town Treasurer to process it as appropriate. Seconded by Selectman Connolly. 4-0 with a unanimous vote.**

*(Selectman Simone was called to vote, but connection was lost via zoom)*

Treasurer Lisa Gonyer, asked if the motion could be to open an account using said funds, based on the process in which the funds are transferred.

Selectman Burrill stated that the motion would be made during the regular meeting.

Chairman Marchand closed the Public Hearing.

The Selectboard Meeting was called to order.

#### **4. Citizens Input**

Jack Kozec of Amesbury Rd, asked if the Code of Ethics would be discussed tonight or if it would be a warrant article ?

Selectman Burrill explained the Code of Ethics was to be revised and reviewed by the Selectboard. Selectman Burrill stated he would make it available for the public to review.

Joanne Eaton of Willow Rd stated she would like to inquire about the Health Officer job opening, on behalf of her son for whom she is also the office manager. She stated she had made inquiries with no response.

Selectman Burrill stated the position is still posted, but the position is functioning and would like to review as many applications as possible.

Chairman Marchand stated that the position goes beyond health inspections and would like to continue to seek qualified applicants.

*(Selectman Simone rejoined the Selectboard meeting by phone)*

#### **5. Administration**

##### **5.1 Discussion on Transfer Station, Fee Schedule, Hours of Operation, Payment Methods.**

ITA O'Mara stated that the Transfer Station Manager suggested having a discussion on an increase in fee rates for disposed items, TV's & Mattresses. Selectman Simone stated the rate increase will raise the price of mattress disposal for both residents and non-residents. Selectman Guide stated that G. Mello collects the mattresses at the rate of \$75.00 each. The cost to residents is \$80.00. There is an issue with mattresses left outside being picked up by G Mello. Selectman Guide would like to find out when the contract with G. Mello expires and see it go out to bid. Diane Morin of Juniper Lane stated via zoom, the contract went out to bid in 2021 or 2022 and G. Mello was the lowest bid.

Selectman Guide would like to vet the pricing of mattress disposal, obtain another container for storage, and move the current bins to tidy up the Transfers station.

Lisa Gonyer, stated she does not believe that the cost to the resident for mattress disposal should be more than G. Mello's fee. She further stated that the proposed fees and transfer costs should be made available for the residents to compare.

The Selectboard members would like clarification on the price increases from the Transfer Station Manager and stated he should attend the next the meeting.

**Selectman Guide moved to instruct the Town of Newton Treasurer, Lisa Gonyer, to open an account on behalf of Global Towers authorizing a transfer from the General Fund in the**

**amount of \$16,860.04. Seconded by Selectman Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Guide- aye, Simone-aye.**

## **5.2 Blood Drive 9-15-23**

Chairman Marchand stated that the Town is hosting a blood drive September 15,2023.

## **6. Staff Reports**

### **6.1 Police Department Monthly Report-Chief Jewett**

Chief Jewett stated the Police Department is still conducting the self-assessment process in CALEA. This process has slowed down due to various obstacles within the program. He will provide an update when more progress is made.

Newton's Police Department has hired a new officer, who is currently in the Academy.

Newton's Police case list continues to increase. The Student Resource Officer (SRO) will be conducting safety training known as A.L.I.C.E with the high school staff and parents. The SRO is currently seeking a grant for safety and continues to work with the safety dog, who should arrive by this Fall.

Chief Jewett stated given the default budget we have been trying to do cost-saving measures.

Unfortunately, due to the lack of manpower we have had several shifts (on call).

Chief Jewett stated, that increasing the mileage from 3k to 5k in-between oil changes is saving a minimal amount yet still proving to be cost effective.

Chief Jewett purchased two mountain bikes with donations from area businesses and institutions. The Police Department was able to obtain a Motorola based station radio that will be utilized in the school to aid with communications. He also stated that the department re-enrolled in the body armor program for a new outer carrier vest. He stated that Newton Police Department will be utilizing those funds to get reimbursed for Officer King.

Chief Jewett discussed two vehicles that were no longer needed by the department for expense reasons. The first was a 2006 Ford Crown Victoria that was used by the Building Department and Fire Department. The vehicle needs extensive repairs, which outweighs the overall value.

Chief Jewett stated that the department also has a Chevy Impala suited with equipment and an estimated 120,000miles, that is not currently being used to full capacity. He would like to give this vehicle to Emergency Management, who could better utilize the vehicle.

**Selectman Guide moved to declare surplus 2006 Ford Crown Victoria formally assigned to the building department. Seconded by Selectman Simone. Seconded by Selectman Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Guide- aye, Simone-aye.**

**Selectman Guide moved to assign the Chevy Impala to the Emergency Management Department. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Guide- aye, Simone-aye.**

### **6.2 Road Agent Pivero-Paving Bid**

Road Agent (RA), Mike Pivero, made the recommendation to select Bell & Flynn to complete the paving in town. Two roads have been selected, Gale Village Road & Wentworth Drive. The budget for paving is \$180,000.00, which will allow for reclamation, binder, and the topcoat. RA

Pivero stated Newton's paving project is on the smaller scale, which deters paving companies interests in bidding.

**Selectman Burrill moved to award the 2023 paving contract to Bell & Flynn, as quoted. Seconded by Selectman Simone. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye, Simone-aye.**

### **6.3 Fire Department**

Deputy Kane spoke on behalf of Chief Alcaidinho who could not be present at tonight's meeting. He addressed the potential purchase of a new ambulance, stating the Fire Department has vetted two different ambulances. Both have delivery dates for June or July of 2024, the next being end of 2024 possibly 2025. This purchase would replace the current 2005 ambulance, which would be a requirement if the town were to staff EMS in house in the near future. Deputy Kane asked if the Selectboard would be voting tonight on the new purchase.

Selectman Burrill stated that the motion would not be made tonight based on the lack of financial information presented by the Fire Department. However, Selectman Burrill stated he would like to move forward if he could see a breakdown in funds for the purchase. He suggested to poll the Selectboard. Chairman Marchand reiterated he would like to see the financials and purchase the ambulance, which would benefit the residents. Selectman Connolly and Selectman Guide stated the same. ITA O'Mara stated that the purchase would be made from potentially four sources, ARPA, Sign Fund, EMS revolving fund, and Fire Apparatus Fund. Selectman Simone stated he is in favor of moving forward with the purchase.

Deputy Kane asked the status of signing the Trinity contract for ambulance service. He stated the current contract has each town divided by cost equally, which is not beneficial to Newton as it utilizes the least amount of services.

Selectman Burrill stated that progress has been made but there is not yet a definite decision.

Selectman Guide asked (RA)Pivero for clarification on the paving costs. RA Pivero stated that Bell & Flynn originally quoted the entire project, which was over budget. Further stating the first phase of this project will be completed this year.

### **6.4 ARPA, EOC, Conservation Updates**

#### **ARPA**

Emergency Management Director (EMD) McCarthy stated that the Town Hall & Library were surveyed for security cameras.

#### **EOC**

EMD McCarthy stated she recently attended a FEMA Grant class titled Unlocking Funding Success for Public Safety. This focuses on grants related to Police, Fire, Emergency, and even Infrastructure.

EMD McCarthy stated she is still taking place in the Code Red class. She encouraged residents to visit the Emergency Management portion of the website and sign up for alerts.

The Seabrook drill for EMD's is scheduled for September 20, 2023 and there is also an October date for all who would like to participate.

Hampton NH is installing a cellular tower near Rose and Craft. Newton was notified because were within 15 miles. The public meeting for the tower in Hampton, August 17, 2023 @ 7PM.

### **Conservation**

Conservation landscape cleanup for invasive weeds has begun.

Chairman Marchands stated that the Planning Board asked him to announce a survey regarding Newton's housing. The survey will be publicize by the town as well as the local paper.

## **7. Approvals**

### **7.1 Director of Finance & HR Salary Range**

ITA O'Mara stated the job description has been finalized by MRI, who is also recommending the salary range \$80,000-\$85,000. This would make the position more appealing to qualified candidates with municipal backgrounds.

**Selectman Connolly moved to approve the salary of the Director of Finance and HR up to 85,000.00. Seconded by Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye, Simone-aye.**

### **7.2 Manifests**

**Selectman Simone moved to approve the Vendor Manifest in the amount of \$90,104.22 dated August 15, 2023. Seconded by Selectman Burrill. Selectman Guide. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye ,Simone-aye.**

**Selectman Simone moved to approve a withdrawal in the amount of \$5,700.00 from the Cable Revolving Fund, account number 391293, to pay for an invoice in the amount of \$5,700.00 from RMON Networks. Seconded by Selectman Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye ,Simone-aye.**

**Selectman Simone moved to approve a withdrawal in the amount of \$1,714.90 from the Police Special Detail Fund, account number 244848. The withdrawal is to reimburse the police operating budget wage line for monies paid to police officers for details worked and paid for. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye ,Simone-aye.**

**Selectman Simone moved to approve a withdrawal in the amount of \$464.00 from Uniform Fire Watch Fire Department Fund, account number 99511589. The withdrawal is to pay an invoice from East Coast Outfitters in the amount of \$464.00 for turn out gear. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye ,Simone-aye.**

**Selectman Simone moved to approve payroll manifest in the amount of \$71,454.60 for pay period July 30<sup>th</sup>-August 12<sup>th</sup>, 2023, with a pay date of August 18, 2023. This manifest includes \$268.71 in ARPA administrative costs. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye ,Simone-aye.**

### **7.3 Minutes**

**Selectman Simone moved to accept the public meeting minutes dated August 1, 2023, as written. Seconded by Selectman Burrill. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye, Simone-aye.**

**Selectman Simone moved to accept the nonpublic meeting minutes dated August 1, 2023, as written. Seconded by Selectman Connolly. Marchand-aye, Connolly-aye, Burrill-aye, Guide-aye, Simone-aye**

**8. New/Old Business**

**8.1 Selectman Goals/Objectives**

No Discussion.

**Chairman Marchand declared the meeting adjourned at 7:36 pm.**

Respectfully submitted,

***Robyn Sparks***

Robyn Sparks  
Executive Administrative Assistant