

MINUTES OF THE SELECT BOARD MEETING
DECEMBER 18, 2017 – 6:30pm

Present: Chairman William Stewart, Thomas Maher, Damon Frampton, Secretary Pamela Cullen

Guests: Ken McDonald, Christiane McAllister, Lee Arthur, Tim and Maryanne Driscoll, Sandra Bisset, Nancy and David Borden, David Blanding, Brad Greeley, Wally Mallet

Chairman Stewart opened up the meeting at 6:30 pm.

1. The Board held off approving the minutes of November 27 and December 4 until the next meeting.

AGENDA ITEMS

3. Public Hearings:

a) Chairman Stewart then opened the public hearing portion of the Select Board Meeting, stating that there were two public hearings tonight. The first public hearing will be the proposal for an amendment to the Cable Franchise Agreement. Chairman Stewart handed this portion of the meeting to Selectman Maher.

Selectman Maher said that the purpose for this public hearing is to discuss the Cable Franchise Agreement with Comcast which the Board previously voted to extend in October. The matter at hand for this meeting is a technology fund. This matter is an amendment to the Cable Franchise Agreement allowing for the Town to accept \$2,000 as a "Technology Fund." Comcast is not obligated to provide this fund, but through our contract extension discussions they agreed to provide it to the Town. The Town was aiming to achieve free internet access for the town buildings, but Comcast was not willing to agree to that. Federal law only requires that they provide access to the internet, but the speed they provide is not adequate.

Selectman Maher voiced his support for the amendment to the Franchise agreement for a \$2000 Technology Fund.

Chairman Stewart opened up the public comment portion of the meeting:

Christiane McAllister asked if this \$2000 was a one-time acceptance. Maher said yes.

Dick Spaulding talked about bills to the New Castle residents, and the service they provide to the town.

Chairman Stewart asked the Board for any discussion, there being none, he asked for a motion. Selectman Maher made a motion to accept the amendment to the Cable Franchise Agreement with Comcast, and to accept the \$2000 for a technology fund. Selectman Frampton seconded the motion. Motion carried.

Second public hearing:

Chairman Stewart said the next public hearing would be to see whether the Select Board would vote to accept donations to the Sidewalk Trust Fund. The Board is required to hold a public hearing

to accept any donations exceeding \$10,000. The Board is proposing using the donations in conjunction with additional Highway Block Grant funds that were received this year due to State Senate Bill to continue the safe path from Wild Rose Lane to the Common and potentially creating a better line of sight near Shaw Circle. The Town has received contributions in the amount of \$34,920, and along with the High Block Grant Funds would \$50,920 for this part of the project. The Board committed at a previous meeting to use the additional high block grant funds for continuation of the sidewalk along with private donations. The Board needs to accept the private funds tonight and to discuss moving forward with the project.

Chairman Stewart opened up the meeting for public comment:

David Borden said that it has been very heartening for the great response. Borden said that the Trustees will be meeting shortly after the funds are accepted to have them deposited. Borden thanked everyone for their support.

Nancy Borden said that town should consider a town wide safe path.

The Board discussed the idea of having a town wide study Stewart would like to see a comprehensive plan for a safe walkway throughout the town.

Emily Spaulding asked about a date for the work being discussed (from Wild Rose to the Common). She also explained what is done in another town referencing bicyclists sharing the town sidewalk.

Chairman Stewart along with the other Board members indicated that it is the Town's intent to have this complete by the end of the fiscal year.

Selectman Frampton said he spent some time with David Borden, and hoped to see the Wild Rose Lane sidewalk extension move forward. If the donations keep coming, he said that maybe this project along with Shaw Circle could be done by town meeting. Selectman Maher asked if the trust funds can be held over to another year. McAllister said that the highway fund must be spent this year and can't be rolled over into to the trust fund.

Dick Spaulding said that he hasn't lived in New Castle the entire time since the inception of the Safepath and previous the select board has been passive at best and somewhat obstructive at times. He said that this was a great turning point and the extension for the Safepath is wonderful if it can be worked out. He asked the Board to address the safety issues and could this possibly be in the CIP.

Maryanne Driscoll commented that it is not a big project. She asked who is the person to make the phone call and how does this project happen so that we can know where we can help and who is driving the construction.

Chairman Stewart said the BOS are the lead this project and the DPW would be involved. Stewart said that the Town has had engineers drawing up plans and have been in contact with them regarding quoting the work. Driscoll said that once the town has costs and plans that it would be helpful for people to see it in order to obtain future contributions.

Chairman Stewart said the initial plans for Wild Rose Lane have already been done but may need to be updated and require DOT's approval. These plans might be available by January. The area at Shaw Circle might take a little longer.

Chairman Stewart asked for a motion and discussion. There being no discussion, Selectman Frampton made a motion to accept trust funds in the amount of private donations in the amount of \$34,920 for the Sidewalk Trust Fund. Selectman Maher seconded this motion. Motion carried.

Selectman Maher made a motion to close the public hearing portion of the BOS meeting and to continue their regular meeting. Selectman Frampton seconded the motion. Motion carried.

Chairman Stewart opened up the BOS meeting to the agenda item of "Public Questions and Answers" section.

Dick Spaulding expressed interest in the fire boat as a safety point of view, and haven't seen the fire boat at the end of Steamboat Lane. He asked if the boat was coming back. Selectman Maher said that the town was in discussions with the owner of the dock. Chairman Stewart said that it was the town's intent to have the boat back at the dock.

David Borden asked if the \$16K has been accepted but not designated for. Chairman Stewart said that it is the board's intent to use that specific dollar amount for the continued sidewalk to connect to the Common and possibly a portion for Shaw Circle.

Chairman Stewart said that there being no further public questions that the BOS would return to the agenda items.

4. Item:

i. Rye Recreation – Lee Arthur

Lee Arthur from Rye Recreation passed out packets for the Board members. She said she has worked for Rye Recreation for 17 years. The programs at Rye Recreation are open to all New Castle residents. Cullen said that these programs are posted on the town website, in the Island Items, and the brochures are available at town hall.

Arthur gave statistics for the programs stating that she had 61 registrants last year from New Castle who participated in the various programs. She explained about the different programs but most of the New Castle registrants signed up for the tennis program because it is held in New Castle. She said that recreation is vital to each community, and explained the various classes, programs and sports offered to both New Castle and Rye. Arthur said the Rye town budget for this department is \$250,000 town budget.

Chairman Stewart thanked Arthur and said the town now has a better understanding of the town's contributed funds, we appreciate the summation of the programs, and going forward how we might interact. Arthur said it would be helpful to have a contact on a regular basis, and explained about future plans. Chairman Stewart said that there were a couple of residents interested in doing some programming and suggested contacting New Castle Rec Chairman Guy Stearns.

See Attachments.

ACTION ITEM - connect with Guy Stearns.

ii. Roof/town building Main Street

Selectman Frampton said that he spoke with HDC Chairman Rodney Rowland regarding the roof on the town garage. Chairman Rowland strongly urged not to have a metal roof on the garage. Chairman Stewart questioned the urgency of the roof. Fire Chief Dave Blanding felt that he thought the roof was ok.

Chairman Stewart said the town is looking to have a lease from the Historical Society and rental insurance for the space at the town garage. Fire Chief Blanding said that he has shared about one third of the garage for the Historical Society, and during off season can store stuff temporarily where the boat is stored during the winter. The Historical Society will need to have a lease done and provide renters insurance to protect both the town and the historical society with a yearly lease of \$1. Chairman Stewart said that the town will look into a new roof in the spring or summer of next year.

iii. 81 Piscataqua Street

Secretary Cullen explained the easement form from Eversource that allows the utilities to be buried underground. Cullen said the contractor, Bill Grennier, has spoken to Steve Tabbutt regarding the water/sewer lines, and have an addendum to the deed with the easement.

iv. LED project update.

Selectman Maher said that he had spoken with HDC Chair Rodney Rowland and Roland expressed some desire to have the street lighting more with a historic design. Maher explained the Infinity contract and have accurate inventory of street lights. Maher turned the update over to Sandra Bissett. Bissett came back to the Board with testimonials from other towns. The two that she spoke with were Dover and Rochester, and both came back very positive review. Bissett then talked about GIS which is Geographical Information System, which is a plan showing where the street lights are located. Bissett talked about her count on the way into town and counted 23 lights with the two test lights. She then talked about going with 25 watt lights and 65 lights in town could be changed. She then explained the cost savings for the project and pay back in less than two years. The Board discussed if the 25 watt lights would be sufficient for the town and the need for shields.

Chairman Stewart asked if there would be a cost for the GIS. Bissett said yes there is a cost for the GIS work, and the Town will need to sign the full contract first but will have flexibility as to a start date. She said that another point is the outliers or POL, private owners lights, as the town does not know how many there are. The Board concluded the first step is to have an inventory of town owned lights, and then possibly have some flexibility for the down town lights to be more historic. Bissett said the Infinity would be glad to work with us. She said that in conclusion, the Board should sign the contract to get into their schedule. Once the contract is signed and the lights installed, the town gets the \$6800 from the incentive program.

Selectman Frampton asked if Infinity could swap out the two lights for 25 watt light. The Board discussed having a 25 watt vs a 65 watt. Bissett said she would call Infinity about the two 25

watt lights on the two non functioning lights. Chair went over the number of poles the town has, and what wattage there would be. Bissett asked for some funds for the two 25 watt lights, and the town has not received any bills for the two test lights previously installed. The cost for the two 25 watt lights would be \$185 per light. Bissett came back and stated only one light is out and Infinity will change that light that doesn't work.

v. Request from V & E Trust Fund for \$143,626

Fire Chief David Blanding came into the meeting to request \$143,626 from V and E Trust Fund to replace oxygen tanks. The chief explained about the request for the tanks which are called Self Contained Breathing Apparatus. He said that these SCBA's are at the end of their service life, and they are part of the CIP program. It has been over ten years and they have become a maintenance nightmare. The firemen continually use the SCBA's during training, and the electronics are giving us a problem. The new tanks meet the current NFPD codes where the old ones do not. The last ones purchased were in 2007 at a cost of \$135,000. These are listed on the CIP (on a 10 year schedule) and the chief got a quote from the state of Massachusetts. There are currently 18 packs and having one addition tank called a RIT pack and brings the total tanks needed to 19. The Board discussed how the CIP updates the cost, and other current anticipated needs. The marine one, fire boat, were discussed as to whether it should be a CIP item.

Chairman Stewart asked for a motion. Selectman Maher made a motion to request \$143,626 from the V & E Equipment Trust fund for the replacement of the air packs (SCBA) for the fire department. Selectman Frampton seconded the motion. Motion carried.

vi. Contract with Virtual Town Hall

Selectman Maher explained the VTH contract for the town website with a spread of cost of \$1500 per year over three years. The yearly cost for VTF is \$2000. The Board discussed contracts that extent over multi years and the obligation for future years. The Board then talked about the critical needs for the town regarding computer and technology needs, and what are the priorities. Selectman Maher advocated approving the contract. He then gave an update on where the town is regarding wifi, the phone problems with the public works building, assessing phone companies, and the IT needs in the town hall and public works building. Ken McDonald gave an update on the utility poles at the common for internet and phone at the DPW building. Maher said let's review the VTF contract and keep as an action item and decide in January.

Action items – Needs for the DPW building and VTH contract

6. There being no new business, Chairman Stewart asked for committee reports.

Selectman Maher reported on the November monthly fire department report.

See attachment for details.

Chairman Stewart reported on the November police reports.

See attachment for details.

Selectman Frampton reported that the Water and Sewer Commission were still reviewing their ordinances.

Selectman Maher made a motion to adjourn the meeting. Selectman Frampton seconded the motion. Motion carried. The meeting adjourned at 9:08pm.