

**MINUTES OF THE SELECT BOARD**  
**Monday January 3, 2022, 7:00 PM**  
**Macomber Room / Via Zoom**

**Present:** Tom Maher-Chair, Dave McGuckin-Selectman, William Stewart-Selectman via Zoom and Jennifer Smith- Administrative Assistant to the Select Board and Recording Secretary.

**Public Participants via Zoom:** Chris Robillard-DPW Superintendent and Dawn Lake-President of the Historical Society.

Chairman Maher opened the public session meeting at 7:00PM.

**1. Approve Select Board minutes of December 20, 2021**

Selectman McGuckin made a motion to approve the Select Board minutes of December 20, 2021. Selectman Stewart seconded and the motion carried unanimously, 3-0.

**2. Public Questions and Answers**

No public comments were offered.

**3. New Business**

**a. Covid**

Chairman Maher stated that Dr. Kathy Hollister, Health Officer, issued a new update today regarding additional vaccine opportunities and information about how the variant is making its way into New Hampshire. Chairman Maher further stated that some surrounding communities are mandating masks in town hall. While the Select Board strongly advises those entering town hall to wear a mask, masks are not mandated.

**4. Town Projects Update**

Chairman Maher stated that renovations at town hall are finally coming to a close. The work in all 3 offices has been completed with just 2 offices awaiting the delivery of desks. The Town Clerk's Office will re-open for DMV needs on January 5, 2022.

The Select Board members expressed their gratitude to the Town of Greenland and the Greenland Town Clerk's Office for all their help processing New Castle residents' DMV needs while our Town Clerk Office has been unable to.

Chairman Maher stated that the town is still working on IT upgrades, including a new file server and Microsoft 365 to hopefully be installed over the next few weeks. A new IT closet has been constructed and the first of two fire walls have been ordered.

Selectman Stewart stated that the work on Locke Road went well and has been completed for all intents and purposes. The second section of the project, Main Mast, is beginning work now. Selectman Stewart



asked Chris Robillard, DPW Superintendent, if he had any updates regarding the status of the current project.

Mr. Robillard stated that the pipe was put in the ground today and, as expected, ledge has been difficult in the area. Sample testing is anticipated to happen at the end of the week and the project should wrap up mid-January.

## **5. Safe Path Donation**

Chairman Maher read into the record a donation to Safe Path Committee from Joe Cuetara and Bonnie Rossi for \$500.

Selectman McGuckin offered a motion to accept the aforementioned donation to the Safe Path Committee. Selectman Stewart seconded and said motion carried unanimously, 3-0.

## **6. Old Business**

### **a. Historical Society Lease agreement**

Chairman Maher directed his statement to Dawn Lake, President of the Historical Society, via Zoom, informing her that the Select Board is currently working with DPW to come to an arrangement regarding snow removal at the lease site. The Select Board is considering the option of having DPW temporarily remove the snow from the walk ways and then send the Historical Society an invoice to cover the costs.

Ms. Lake stated that, in addition to the walkway, the path to where the heating fuel is delivered must be shoveled as well.

Selectman McGuckin stated that the lease was finalized today and asked Ms. Lake if she could come to town hall to sign it.

Ms. Lake agreed and thanked the Select Board for their time and efforts.

## **7. Committee Reports**

Chairman Maher stated that the Fire Department and Police Department monthly reports would be attached to this meeting's minutes.

## **8. Adjourn**

Selectman McGuckin offered a motion to adjourn at 7:21 pm. Selectman Stewart seconded and said motion passed unanimously, 3-0.

Respectfully submitted,  
Jennifer Smith  
Recording Secretary



## **New Castle Fire Department Monthly Report**

**December 1<sup>st</sup> 2021 to January 1<sup>st</sup> 2022**

<b>Calls for service:</b>	23
<b>Incident types:</b>	Medical aid (15), Fire alarm activation (4), Contents Fire (0), Check hazardous condition (1), Water Rescue (0), Provide Mutual Aid (3)
<b>Personnel per incident:</b>	(Avg.) 2
<b>Fleet status:</b>	All apparatus in service. Annual inspections/ PM complete.  Marine One out for the season. Annual maintenance in progress.
<b>Mutual Aid given:</b>	12/17 Rye for water rescue  12/22 Rye for building fire  12/27 Rye for chimney fire
<b>Mutual Aid received:</b>	Portsmouth ambulance for medical per contract
<b>Staffing:</b>	2 Career, 14 part-time members (14 certified)
<b>New members:</b>	Intern completed initial EMT course, converted to traditional member. Will enroll in preliminary fire program in summer 2022.
<b>Training:</b>	On-shift, small group training continues to keep members sharp and build core skills.  Next full scale, all member, hands-on training in search, rescue, team building.  Members traveling to New England Fire Training offsite workshops on continuous basis.  Two members enrolled in NHFA winter courses (management, prevention and inspection)



**Outreach:**

12/4 Portsmouth Holiday Parade

12/5 Rye Holiday Parade

12/7 WBS Festival of Lights

12/21 Gazebo Tree Lighting Ceremony

12/24 Santa Run

**Annual total 2021:**

200 calls for service

Major categories of calls for service

EMS: 91

Fire Alarm: 46

Provide mutual aid: 20

Check hazardous condition: 32

Water rescue: 3

Other: 8



## Call Reason Breakdown

Call Reason	Self	Disp	Total	%	Avg. Arrive	Avg. Time @ Scene
ANIMAL CONTROL COMPLAINT	2	0	2	< 1	0	0
Action: SERVICES RENDERED = 2						
ACCIDENT WITH PROPERTY DAMAGE	1	0	1	< 1	0	0
Action: SERVICES RENDERED = 1						
ALARM - BURGLAR	1	0	1	< 1	0	0
Action: Alarm False/Operator Error = 1						
ASSIST MV - LOCKOUT	1	0	1	< 1	0	0
Action: SERVICES RENDERED = 1						
ASSIST OTHER POLICE DEPARTMENT	1	2	3	< 1	0	0
Action: NEGATIVE CONTACT = 1 SERVICES RENDERED = 2						
ASSIST CITIZEN	0	1	1	< 1	0	0
Action: SERVICES RENDERED = 1						
BUILDING/PROPERTY CHECK	266	0	266	70.7	0.50	5.72
Action: ALL APPEARED NORMAL = 256 ALL APPEARED SECURE = 6 MOVED ALONG = 4						
CRUISER MAINTENANCE	13	0	13	3.5	0	0
Action: SERVICES RENDERED = 8 MAINTENANCE COMPLETED = 5						
DEPARTMENT BUSINESS	1	0	1	< 1	0	0
Action: SERVICES RENDERED = 1						
DISORDERLY CONDUCT	1	0	1	< 1	0	0
Action: INFO TAKEN = 1						
DISTURBANCE	0	1	1	< 1	5.00	3.00
Action: PEACE RESTORED = 1						
DIRECTED PATROL	3	0	3	< 1	0.50	52.58
Action: SERVICES RENDERED = 3						
ASSIST FIRE DEPARTMENT	4	0	4	1.1	0	0
Action: SERVICES RENDERED = 4						
Fire, Medical Aid	3	7	10	2.7	1.00	7.00
Action: NEGATIVE CONTACT = 2 PT REFUSED TRANSPORT = 1 SERVICES RENDERED = 2 PT TRANSPORTED TO HOSPITAL = 4 Alarm False/Operator Error = 1						
HOUSE CHECK	1	0	1	< 1	0	0
Action: HOUSE CHECK COMPLETE = 1						
INTOXICATED SUBJECT	1	0	1	< 1	0	0
Action: MOVED ALONG = 1						
COMPLAINT	1	0	1	< 1	0	0
Action: INFO TAKEN = 1						
OFFICER WANTED	0	1	1	< 1	0	0



Action: INFO TAKEN = 1						
<b>PARKING COMPLAINT</b>	1	0	1	< 1	0	0
Action: INFO TAKEN = 1						
<b>PARKING ENFORCEMENT</b>	5	0	5	1.3	0.50	5.00
Action: PARKING TICKET ISSUED = 5						
<b>Police Information</b>	0	1	1	< 1	0	0
Action: INFO TAKEN = 1						
<b>ROAD HAZARD</b>	3	1	4	1.1	0.50	117.89
Action: INFO TAKEN = 1						
NEGATIVE CONTACT = 1						
SERVICES RENDERED = 1						
MESSAGE DELIVERED = 1						
<b>SCHOOL CROSSING</b>	1	0	1	< 1	0	0
Action: SERVICES RENDERED = 1						
<b>SHOTS FIRED</b>	2	0	2	< 1	0	0
Action: SERVICES RENDERED = 2						
<b>SUSPICIOUS PERSONS</b>	1	1	2	< 1	0.50	41.23
Action: GOA = 1						
MOVED ALONG = 1						
<b>TRAFFIC ENFORCEMENT</b>	24	0	24	6.4	0	0
Action: SERVICES RENDERED = 9						
ALL APPEARED NORMAL = 15						
<b>TRAINING</b>	1	0	1	< 1	0	0
Action: SERVICES RENDERED = 1						
<b>TRAFFIC STOP</b>	18	0	18	4.8	0.50	6.26
Action: WARNING ISSUED = 15						
SUMMONS ISSUED = 3						
<b>WALK THROUGH/EXTRA PATROL</b>	5	0	5	1.3	0.50	18.15
Action: ALL APPEARED NORMAL = 5						
<b>TOTAL</b>	361	15	376	100	0.69	21.41

### Call Action Breakdown

<u>Call Action</u>	<u>Self Init</u>	<u>Dispatched</u>	<u>Total</u>	<u>%</u>
GOA	0	1	1	< 1
INFO TAKEN	3	3	6	1.6
PEACE RESTORED	0	1	1	< 1
NEGATIVE CONTACT	2	2	4	1.1
WARNING ISSUED	15	0	15	4.0
PT REFUSED TRANSPORT	0	1	1	< 1
SERVICES RENDERED	35	4	39	10.4
PT TRANSPORTED TO HOSPITAL	2	2	4	1.1
MESSAGE DELIVERED	1	0	1	< 1
SUMMONS ISSUED	3	0	3	< 1
Alarm False/Operator Error	1	1	2	< 1
ALL APPEARED NORMAL	276	0	276	73.4
ALL APPEARED SECURE	6	0	6	1.6
HOUSE CHECK COMPLETE	1	0	1	< 1
MOVED ALONG	6	0	6	1.6