

MINUTES OF THE SELECT BOARD
Monday, February 6, 2017-10 AM

Present: David McGuckin, Chair, Bill Stewart, Tom Maher Selectman, Bette Jane Riordan, Secretary, Pam Cullen, Assistant to the Select Board, Jim Zuckerman, Jim Cerny, Andy Schulte

1. Approve Select Board Minutes of January 17, 2017.
Deferred to next meeting.

2. Public Question and Answer.

a. Use of Recreation Center.

Pam Cullen requested the Select Board clarify policies regarding use of the Recreation Center by private professionals for such activities such as tennis lessons. She noted there are liability issues with private vendors using the facilities. Chair McGuckin asked if there was anything currently in the ordinances which would apply to this. He believes there may be some restrictions associated with the transfer of the Common to the Town from the Federal government. Pam will research the issue and meet with the Select Board to determine policy.

Pam Cullen advised the Select Board to review Attorney Loughlin's recent letter regarding the unmerger of lots.

Reference was made to a letter dated November 17, 2016 regarding the amount of TTHM's in the town's water supply, DES has granted an extension for response to March 31, 2017.

3. Items:

a. Town Clerk Priscilla Hodgdon's speaking about program: John Broderick's "Change Direction"-NH.

Ms. Hodgdon is a board member of the New Hampshire Municipal Association and she related what she learned about former NH Chief Justice Broderick's program regarding mental health problems: how to detect signs of various mental health issues and emotional suffering "changedirection.org/nh," and reach out to people. She directed the Board to review the website and requested that she be allowed to put out materials at Town Hall, and distributed posters and placards outlining the program. Justice Broderick was inspired to do this program as a result of his own victimization by his son several years ago. It wasn't until that event, that a diagnosis was made, and the son is now active in the program. The Board agreed to allow the posters to be put up and placards made available.

b. Pontine Theater- Garden Tour request.

Pam Cullen explained that the Board received an annual request from Pontine Theater to allow the use of parking by the Coast Guard Station for the garden tour attendees, which will take place Sunday, June 11, 2017, from 1-4 PM. The tour is a fundraising benefit which supports the artistic and educational programs of the theater. They also requested permission to set up a small tent on the edge of the parking area for ticket sales and for checking in volunteers. They also requested use of the unpaved lot next to the library for

volunteer parking. After discussion, Selectman Maher made a Motion to Approve the requests, which was seconded by Selectman Stewart. Motion carried.

c. Jim Cerny-alternate appointment for Cemetery Trustees Board.

Jim put forth Holly Humeine as an alternate to serve as Cemetery Trustee until May 2017. After discussion, Selectman Stewart made a Motion to Approve the appointment, which was seconded by Selectman Maher. Motion carried.

d. Library Trustee Appointment change.

By letter dated January 18, 2017, Brad Greeley, Chair of the New Castle Library Board stated that Jenny Rosenson had resigned as a Board member and has asked to serve as an alternate instead. She is doing several programs for the Library and she has extended her volunteer time to the limit and so wishes to be free of the Board Secretary responsibilities. The Library Board recommends that the Select Board accept her resignation and designate her an alternate. Further, the Library Board requests that Jane Finn, currently an Alternate, be appointed to fill out the remaining one year of Jenny's term in May. She would then become Board Secretary. After discussion, Selection Maher made a Motion to approve the requested appointments, which was seconded by Selectman Stewart. Motion carried.

e. Yearly lease for New Castle Historical Society.

On behalf of NCHS, Jim Cerny requested renewal of the lease with the Town. After discussion of whether the lease could be for a longer period of time, the Board determined one year was the appropriate term. Selectman Maher made a Motion to Approve the one-year lease with NCHS, which was seconded by Selectman Stewart, and the Motion carried.

f. Avitar Abatement.

Pam Cullen stated that Avitar had recommended denying an abatement for 32-33 Cape Road. The Select Board will discuss this at the next meeting. Pam noted there are two additional abatement requests pending.

g. Cable franchise Agreement form-signature.

Selectman Maher related his progress to date noting that Jay Somers, Regional Local Government Affairs in Concord notified Town's lawyers that the VP for the region is now Timothy Kelly, and the company will no longer accept extensions with his predecessor's name on them so the Extension needs to be re-signed by the Select Board. After discussion the Board executed the documents.

h. Personnel/overtime (Deferred till end of Agenda)

i. HDC – New Castle CLG designation.

Selectman Maher stated that Rodney Rowland, Chair of the HDC requests that New Castle become a Certified Local Government (CLG) which would allow for assistance in inventorying historic homes in the community. VJStrehl asked what the point of joining was. Jim Cerny from NCHS and the Town Historian also wondered exactly what this was all about, as NCHS has an extensive inventory. He wondered who would do the heavy lifting of research and compilation and how would this affect applicants going before the HDC. After

discussion it was clear that more details on the benefits and burdens of this designation were needed. Mr. Rowland will come to the next meeting to better inform the Board, and clear up any misunderstandings. Selectman Maher will follow up with Mr. Rowland.

h. Personnel/overtime.

Selectman Stewart reviewed the current manual and noted several ambiguities and he is working with the Town Accountant to clarify them. Right now employees receive 13 sick days, 2 personal days and vacation. They are considering changing this to paid time off. Another area to review is how the Town either does or does not pay for overtime. There appears to be inconsistencies in how this is decided. Selectman Stewart will report back to the Board.

j. Town warrant article discussion.

Chair McGuckin indicated that an article should be proposed to replace current pipes with 12' pipes from Portsmouth to Main Street to Wentworth to Rye. He stated the Board has had discussion with attorneys. There is not as yet any definitive dollar figure for this replacement, Selectman Stewart recapped the January 17th meeting on the water and sewer infrastructure, and it appeared agreement was reached that people want 12' pipes or larger throughout the island. The primary goals are getting water to the island and then distributing it. The Town will be needing more information from Portsmouth. He reported there have been discussions about bank financing, bonding and the State revolving fund. They have talked with bond counsel, and have reached out to local individuals with financial expertise.

With respect to water quality, they are continuing to work with DES and the town's consultant. As for sewer there are two things: Rebidding the bypass installations is now occurring and they have received recommendations from the engineer. Once selected, the work will begin in May. With regard to the pumping stations themselves, the Board is working on whether to repair or replace. Cost estimates are expected in the next two weeks. Selectman Stewart stated they should be able to go forward with the warrant article.

Chair McGuckin supports the less expensive solution for sewerage pumps, stating it was a quick and cost effective solution. Selectman Maher stated it is a good interim solution for up to 15 years. Selectman Stewart stated the pumps will still be submerged but the generators would be above ground, resulting in good cost savings.

Selectman Maher mentioned the looping in of private roads, where those property owners would have an opportunity to get in on Town funding and then pay the Town back.

4. New Business.

a. Town Administrator.

Selectman Stewart reported that the Town is looking into hiring a part time Administrator who will be responsible for a variety of tasks including providing support to the Select Board and other initiatives. The position will be included in this year's budget. VJ Strehl supports this suggesting the position include project management for scope, schedule and

budget. In response to a question from Jim Cerny about difference between Manager and Administrator, Selectman Stewart pointed out that Managers are governed by State RSA's, where authority is ceded from the Select Board. The Administrator serves at the pleasure of the Select Board which would not cede anything. Selectman Maher noted the sheer volume of reporting requirements is justification for an Administrator. Andy Schulte wants the Administrator to be familiar with RSA, spending and minutes' requirements.

5. Old Business.

a. Fire Department Report.

Selectman Stewart gave a brief synopsis of the monthly report which is appended to these minutes. There is a need for contingency plans for fire response while work is being done. He has requested an update from DPW on status of all fire hydrants and maintenance schedules.

There being no further business to come before the Board, Selectman Maher made a Motion to Adjourn which was seconded by Selectman Stewart. Motion carried.

Meeting Adjourned at 11:08 AM.

New Castle Fire Department Monthly Report – JANUARY 2017

1. Calls for service in January: 12. Calls for service, year to Date: 12
2. Types of calls in January: 8 Medical Aid, 3 Fire Alarms, 1 Service Call.
3. Average response time in January: 4.72 minutes.
4. Average number of personnel per incident in January: 4.42
5. Apparatus responding to incidents:
 - Rescue 7 responded to 7 incidents in January and 7 YTD.
 - Forestry 1 responded to 4 incidents in January and 4 YTD.
 - Engine 1 responded to 0 incidents in January and 0 YTD.
 - Engine 4 responded to 4 incidents in January and 4 YTD.
 - Hose 1 responded to 0 incidents in January and 0 YTD.
 - Marine 1 responded to 0 incidents in January and 0 YTD.
 - Marine 2 responded to 0 incidents in January and 0 YTD.
6. Training in January: 135 Man Hours of department in-house training. 3 members attended a class on "Excited Delirium, Restraints and Behavioral Emergencies" at Portsmouth Regional Hospital. 18 members re-certified in CPR/AED. 2 members completed EMT course. 2 members enrolled in Firefighter 2 course in Portsmouth. 1 member enrolled in Firefighter 1 course in Concord.
7. Public Outreach Activities in January: Hosted Red Cross Blood Drive
8. Mutual Aid Given in January: None
9. Mutual Aid Received in January: None
10. Budget remaining on 2/03/17:
 - Fire Department: \$162,630.21

Emergency Management: \$7,417.00

11. Staffing: 2 Career members and 29 Volunteer members.

New Members: Paul Hamblett, New Castle, Fireboat Crew

Justin Coleman, Hampton, Firefighter/EMT Candidate

12. Areas of Concern: None.