

MINUTES OF THE SELECT BOARD

Monday June 4, 2018 7PM

Present: Tom Maher, Chair, Damon Frampton, Selectman, Bill Stewart, Selectman, and Bette Jane Riordan, Recording Secretary.

Also present: Pam Cullen, Administrative Assistant to the Select Board, Ken McDonald, Town Administrative Projects Coordinator, Christiane McAllister, Town Accountant, Jim Cerney, Sandra Bisset, Energy Committee Chair, Karl Eksted, Oceanside, Clint Springer, and Keith Pratt, Underwood Engineering.

1. Approve Select Board minutes of May 21, 2018.

Selectman Frampton made a Motion to approve the May 21, 2018 minutes of the Select Board Meeting as amended. Selectman Stewart seconded and the motion carried.

2. Public Question and Answer:

a. Warrant Article 8 request.

Pam Cullen informed the Board that the Town has received a request from Patty Cohen, President of the Beach Hill Road Association expressing interest in participating in the water project process as outlined in Article 8 and approved at Town Meeting on May 9, 2018. The Board reviewed the request and will take the matter under advisement. A letter of reply has been sent, and as the process develops, the Board will keep the association informed of next steps.

3. Items: None

4. New Business.

1. Underwood Engineering.

Keith Pratt of Underwood Engineering congratulated the Board on the successful passage of the water project warrant articles and distributed a summary of “next steps” in the project process. The document is entitled: “Discussion Points: Water Transmission Main Improvements PWS ID# 1661010, New Castle NH, June 4, 2018”.

This document will be posted to the Town’s Website. Chair Maher noted that the initial and final November 2016 report as well as the study done in 2017 which is an addendum should also be posted on the website. One of the schedules in the 2017 report needs “draft” removed”. TAPC McDonald will confer with Mike Unger of Underwood to accomplish the posting.

Keith stated the purpose for this meeting is to review discussion points for next steps. The project is installing a 12-inch transmission main loop. He referred to the first sketch after the yellow page in the handout and explained the route of 8,000 feet to Cranfield. The

loops were also discussed. A total of eight loops are included in the project. Mr. Pratt stated the total project includes 11,500 feet or two miles of pipe to be installed.

Selectman Stewart had a question on Section 4,(Marconi property) and indicated more discussion need to be done with Portsmouth on this section. Keith suggested keeping this section in the design, as it gives New Castle an option.

Keith went over the budget, and talked about betterments.

Some of the key design issues were mentioned. There are challenges involved in the laying of the pipe. Constructability is an issue as well as traffic management. It will be critical to keep the public involved in all stages of both design and construction. They will attempt to avoid rock removal when possible due to issues with blasting, older buildings, and easement issues. Private road improvements will be included. Fire flows will be automatically controlled. Corrosion control will be addressed.

Underwood's next step is to do the design scope so the issues mentioned above are some of the concerns being taken into consideration. Next step is the 5.5 million SRF Application. Underwood will take the lead in putting this together. Keith reviewed the checklist of what needs to happen and when. An "Authority to Borrow Form 2a needs to be signed by the Town Clerk. There is also an Environmental Review process which Underwood will do for the Town. Keith explained the various forms and deadlines. The Select Board stressed the need to submit all paperwork and forms in a timely fashion to secure the favorable rate. Once the application is done and approved by the Executive Council and Governor, the rate is locked in. This should all happen prior to August. Keith indicated the draft application would be done by the end of June. Keith and the Board continued to discuss the various elements of the application including the asset management maintenance and renewal plan, and Keith suggested the plan include assets for the entire water system. The target date for review of the draft SRF application is the BOS meeting of June 18. Keith will also try and have the design contract on that date, but if not, it will be on the Agenda for the July 2nd meeting.

Underwood's plan is once the design contract is signed then the field work will begin. There was discussion of the construction phase, and the bidding process. There will be an engineer on site every day, who will sign off on all financials and provide checks and balances between the contractor and Underwood, both of whom will be working for the Town of New Castle. At Selectman Stewart's request, Keith will provide a cost breakdown for each of the segments of construction. All drawings will be recorded and mapped in GIS, which will be the same as Portsmouth's. The kick off meeting will be in July with Underwood and the Town. Chair Maher reiterated the need to nail down the funding by submitting a correct and timely SRF application. The full report of these next steps will be posted on website, and available for review at Town Hall. Selectman Stewart stressed the need to integrate with Portsmouth as the project moves forward.

2. Oceanside- Karl Eksted

Mr. Eksted discussed the impact of rising tipping fees which have dramatically increased , on the Town's current contract. Transportation costs including fuel have also increased. In order to implement the rate increase, Mr. Eksted has to come before the Board. The new rate will be up \$72 per ton. New Castle does 300 tons per year or \$2100 increase per year. There is also a problem with single stream recycling as a result of the actions of China in shutting down their service. Existing disposal facilities are not able to process recycling. Most is going to land fills. As a consequence Karl is paying \$11,000 per year to get rid of the recycling and not charging New Castle for this service. The Town does 170 tons of recycling on an annual basis. Most all recycling is now being processed as trash, and he sees nothing changing for at least a year. After discussion Chair Maher said the Board will work with him to make necessary modifications to the contract. Selectman Stewart asked about composting as a possible solution.

With respect to Green Waste, he is fine with people putting grass and leaves in a bag, but not brush and limbs.

Chair Maher said the Board will take this request under advisement and get back to Mr. Eksted.

3. LED Lighting Project—Ken McDonald.

Ken provided an Excel spreadsheet detailing the differences and changes from what was initially agreed to (68 lights), and highlighted costs associated with PALS (Private area lighting.) Ken wants to make sure we are not paying for more than 80 lights in total and is working with Eversource to finalize the Town expenses and corrected accurate billing information. \$19,000.00 was the initial out of pocket estimated expense, with an \$8,000 rebate applied. Further details are contained in his spreadsheet which will be attached to these minutes.

4. Roofing projects - Ken McDonald

The Board discussed the Rec Building roof project with a projected cost of \$19,350, with Brian McDermott as contractor. The cost for replacement/repair of the Old Fire House is \$5135.00. There was some question as to whether or not costs were identified for repair of 2 pavilions at the Common, along with the bath house. This will be clarified.

5. Safepath - Ken McDonald

Ken recognized the value of Pam Yonkin's addition to the committee overseeing this project and how beneficial her contribution has been to date. He noted that some of the committee members met with officials from the Wentworth Hotel, and reported the hotel is very interested in making a contribution and assisting in assuring safe passage for its guests. He reported on the construction and design elements, and stated that plans have been submitted to NH DOT. Concern was expressed over the recent bid received for

\$75,000 for the proposed work from Wild Rose Lane to the parking lot at the Common, submitted by Rye Beach Landscaping. This is in excess of the total amount of contributions to date and some of the prior contributors to the fund are pressuring the committee to get going with the project. Ken will meet and discuss with the committee and report back to the Board.

6. FY 2018 Warrant Article #7 Sewer Pump Replacement - Acceptance of Note

Chairman Maher raised issue of the financing of the sewer pump replacement project. Upon the request of Bond Counsel, the Select Board needs to approve multiple resolutions that will finalize our authorization to borrow the funds needed to pay for sewer pump replacement project.

VOTED: To authorize the issuance of the Bonds which were heretofore authorized by the Issuer's voters on May 9, 2017, such Bonds to be dated June 7, 2018;

VOTED: To sell said Bonds to the Purchaser with the principal amounts, maturities, premium, if any, redemption provisions, if any, and interest rates specified on Exhibit A, attached hereto and made a part hereof;

VOTED: To issue the Bonds in substantially the form set forth in Exhibit B, attached hereto and made a part hereof;

VOTED: That the Bonds shall be general obligations of the Issuer;

VOTED: To authorize the execution of the Bonds by at least a majority of the Governing Board and the Treasurer (or the printing of facsimiles of such signatures on the Bonds) and to affix the Issuer's seal;

VOTED: To authorize the Treasurer to deliver the Bonds to the Purchaser against payment therefor;

VOTED: To authorize at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt and a Tax Certificate and the Issuer's Treasurer, Selectmen or Town Administrator to execute and deliver the IRS Form 8038-G all in substantially the form presented to the undersigned and such other documents as may be necessary or appropriate to accomplish the sale and delivery of the Bonds in accordance with the foregoing; and

VOTED: To authorize Bangor Savings Bank to serve as paying agent for the Bonds.

The Select Board adopted all 8 resolutions unanimously and along with the Town Treasurer signed the appropriate documents for Bond Counsel.

Also on the sewer front, Selectman Stewart reported that the sewer line in the vicinity of Shapleigh Island Bridge was breached, and that repair is underway. The Town has reported the break to NH DES and Chris-Co Company is on sight and repairing the problem. A report is due to DES within 5 days. All sewer waste will be trucked out of the area in the interim. The report to the State is due Friday.

The new sewer pumps have been installed and the project is basically complete.

7. Committee Reports.

Selectman Stewart submitted Chief White's report for May 2018, which is attached to these minutes. The most frequent incidences were property checks and motor vehicle warnings. Bill stated he is pleased to report that there has been an increase in Police presence at the school in response to the national safety issues presented in recent months. Police visibility has been increased in a positive manner. The Select Board acknowledged and congratulated Chief White and his crew.

Chair Maher provided the The Fire Department Report as follows:

New Castle Fire Department Monthly Report – May 2018

1. Calls for service in May: 12. Calls for service, year to Date: 65
2. Types of calls in May: 6 Medical Aid, 2 Fire Alarms, 1 Water leak in a house, 1 Car into a House, 1 Water Rescue, 1 Oil Spill
3. Average response time in May: 7.58 minutes.
4. Total number of minutes on scene in May: 518
5. Average number of personnel per incident in May: 3.42
6. Total number of personnel responding to incidents in May: 41
7. Apparatus responding to incidents:
 - Rescue 7 responded to 8 incidents in May and 29 YTD.
 - Forestry 1 responded to 2 incidents in May and 14 YTD.
 - Engine 1 responded to 0 incidents in May and 2 YTD.
 - Engine 4 responded to 4 incidents in May and 25 YTD.
 - Hose 1 responded to 0 incidents in May and 1 YTD.
 - Marine 1 responded to 1 incident in May and 1 YTD.
 - Marine 2 responded to 2 incidents in May and 3 YTD.
8. Training in May: 126 Man Hours of department in-house training. 4 Members attended a seminar in Dover on “Leadership and Problem Solving”. 3 members attended a class on “Cardiology, Neurosciences and Trauma Case Reviews” at Portsmouth Regional Hospital.
9. Public Outreach Activities in May: Pancake Breakfast.
10. Mutual Aid Given in May: Marine 1 and Marine 2 mutual aid to the Coast Guard for a boat accident in Eliot. Marine 2 mutual aid to Newington for an oil spill at the Great Bay Marina.
11. Mutual Aid Received in May: None
12. Budget remaining on 6/1/18:
 - Fire Department: \$67,064.28
 - Emergency Management: \$2,063.72
13. Staffing: 2 Career members and 31 Volunteer members.
 - New Member: Fireboat Captain Kyle Basoukas from Rye.
14. Areas of Concern: None.

The Board agreed to the following dates for Select Board Meetings in the month of July 2018: Monday July 9th, and Monday July 23, 2018.

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

Meeting adjourned.

Respectfully submitted,

Bette Jane Riordan