

MINUTES OF THE SELECT BOARD
Monday, June 17, 2019 – 7PM

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

Also present: Ted Hartnett, Fire Chief, Ken McDonald, TAPC, Pam Cullen, Administrative Assistant to Select Board, Christiane McAllister, Accountant, Tom Smith, Jim Cerny, Dave McGuckin, Anne and Mike McAndrew, Gary Rumph, Guy Stearns, Anne Miller, Robert Miller, Rebecca Goldberg, Andy Schulte, Patricia Lenz, Donald Donnemyer.

1. Approve Select Board Minutes of June 3, 2019. Tabled to next meeting.

2. Public Questions and Answers: None.

3. New Business:

a. Garden Club 400th Anniversary.

Current President Patricia Lenz of 41 Ducks Head spoke on behalf of the Garden Club to request Select Board permission to plant a number of bulbs in three locations in preparation for New Castle's celebration of its 400th anniversary. The project is named "Daffodils 400". Last fall, a subcommittee was formed, and they have identified three planting areas: The Common as you enter on the right; the entrance to the causeway, and an area by the Police Station. 416 daffodil bulbs will be planted at the Common; 720 at the entrance to the causeway, and 1250 grape hyacinth bulbs by the police station for a total of 2700 bulbs. The Garden Club has committed an initial \$1600 to this project, and hope to start planting in October. They intend to hold a bulb sale to encourage residents to plant bulbs in their yards, culminating in an anniversary bloom. Ms. Lenz distributed a handout which will be an attachment to these minutes. She asked if the Board foresaw any problems with water main project. Selectman Stewart did not believe so due to the locations selected by the Club. After brief discussion the Select Board approved the planting project and thanked Ms. Lenz for her presentation.

b. Town computers.

Ken McDonald, TAPC presented the two quotes from Justin Mayrand for purchase of two computers, one for the Building Inspector, and one for Pam Cullen, Secretary to the Select Board. They are needed to accommodate the new Avitar software for the Building Inspector's Office. The first estimate is \$1180.00 per computer fully set up, and the second estimate is for \$800.00 each for refurbished computers. Ken emphasized that he could not do the data migration needed if the Board was to purchase the refurbished computers. Selectman Stewart expressed reservations about the purchase, citing that the Town could go ahead and purchase on its own, without using the present provider. Selectman Maher expressed his frustration with the lack of a good IT policy for the Town, and although he too had reservations, felt that time was of the essence in order to get the Building Inspector software launched. He objects to the ad hoc purchasing of technology and wants to make sure the Town develops an appropriate IT policy. Chair Frampton is in favor of the \$1180.00 purchase, and after further discussion, he made a Motion to Approve the

expenditure of \$1180 each for the two computers as per Mr. Mayrand's estimate. Selectman Maher seconded, and the Motion carried.

c. Asset Policy.

Christiane McAllister presented the final version of the Asset Policy for the Town which had been recommended by the auditors. She explained that the Governmental Accounting Standards Board (GASB) Statement 34 requires that all capital assets net of applicable depreciation be reported in the annual financial statements. The term "capital assets" is used to describe assets that are used in operations that have initial lives extending beyond a single reporting period, and are then depreciated on a systematic basis over their useful lives. After brief discussion Selectman Maher made a Motion to Adopt the Asset Policy as amended. Selectman Stewart seconded, and the Motion carried.

d. Building Inspector Iain Moodie.

Iain Moodie is currently serving as Assistant Building Inspector, having been hired when Terry Barnes passed away suddenly. He is also a contractor and wanted the Board to be aware that there could be conflicts of interest with clients, so in the interest of transparency, requested that Don Graves deal with those identified clients. The Board noted that many residents have complimented Iain, and after discussion agreed that any potential conflicts would be handled by Don Graves.

e. Water Update.

Selectman Stewart reported that the bid package for the water main project is ready to go, pending receipt of final DES approval. The previously agreed upon date of July 12 will have to be pushed back another week. There will be pre-bid meeting shortly.

He also reported that the Board has filed a pre-application for SRF funds which allows the Town to borrow for sewer related issues, namely to look at the first bridge and replacing a section of the bridge. The funds could also be used for a study on the forced main for the whole island.

f. Other:

Christiane reported on the end of fiscal year budget status, stating all but 6% of the budget has been expended, leaving a fund balance of \$327,529.00.

4. Committee Reports.

HDC

Selectman Maher stated that the Town had approved a warrant article for \$35,000 at Town Meeting for use by the HDC for historical inventory of homes. The State has indicated only \$15,000 is available at this time. Rodney Rowland, Chair of the HDC would need to reapply for the additional \$20,000 at a later date. Christiane has the time frames for this. In the meantime, Rodney will scale down the project to the \$15,000.

Water & Sewer

Chair Frampton reported that the Commission reviewed the Wholesale Water Agreement with Portsmouth and has made recommendations to the Select Board. The Commission

also approved the transfer of \$15,000 into the new water trust fund, and \$30,000 into the new sewer trust fund.

Pam Cullen reported that NH Chronicle is coming to film a segment at the Common on June 27, 2019.

As Chair Frampton called for a Motion to Adjourn, Anne Miller requested permission to ask about the legal opinion the Board was going to obtain regarding the private road issues. There was a brief discussion about those interested in the issues should have raised this during the Public Question and Answer period; however, the Select Board took questions from those who wished to voice their concerns.

Chair Frampton indicated that based on discussions with counsel, the Board is confident that the Town does not own the road and no further research will be done by the Town on this issue. He emphasized that the Town has no responsibility for private roads. Anne then suggested that they have some safety issues on the road, and they also don't own the road. Chair Frampton reiterated that is not the Town's problem, and the Town cannot help them.

Gary Rump expressed his concerns and asked if the legal opinion issued is in writing. He has concerns about looping, and asked what the next steps would be. He said they are in a conundrum as the Town says it doesn't own the road and neither do the residents.

Chair Frampton stated that legal counsel has agreed to come to the next Select Board Meeting on July 1, 2019 at 7:00 PM. Selectman Maher stated Ms. Roman could not be here this evening but did express a willingness to come to the July meeting, and give her legal opinion. Anne asked to be put on the agenda for the July 1 meeting.

She also expressed her concern about the water looping issue. Who will the Town turn to if there are issues with the looping? Selectman Stewart stated the Town would look to and reach out to the identified "owner", which may be the estate. If the residents were to form an association, they would look to the association.

Selectman Maher stated the situation is murky at best. Chair Frampton asked the residents to have their questions ready in order to avoid redundancy. Bill suggested they could submit their questions in advance. Dennis Donnemyer of 31 Spring Hill, asked why there was no tax bill. Pam Cullen, in her capacity as Deputy Tax Collector, explained the situation is not unique to New Castle. Other towns, particularly in the 70's, when the subdivision in question was allegedly created, experienced similar issues with respect to private roads. She noted there are 22 private roads in New Castle.

In response to a question from Anne Miller about submitting questions for the attorney, Selectman Maher suggested one week in advance or by Monday, June 24, 2019.

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

Meeting adjourned at 7:45 PM.

Respectfully submitted,

Bette Jane Riordan
Secretary