

MINUTES OF THE SELECT BOARD
Monday, January 6, 2020- 7PM

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

Also present: Pam Cullen, Administrative Assistant to the Select Board, Chief Ted Hartmann, Dave McGuckin, Tom Smith, Ken McDonald, TAPC, Jim Cerny, John Ireland, Nancy Jackson, Trustee of Trust Funds, and David Fitts.

Chair Frampton opened the meeting at 7:00 PM.

1. Approve Select Board minutes of December 2, 2019 and December 16, 2019.

Selectman Maher made a Motion to Approve the December 2, 2019 minutes of the Select Board as amended. Selectman Stewart seconded, and the Motion carried. Approval of the December 16, 2019 Select Board Meeting was tabled until the next meeting, January 21, 2020.

2. Public Questions and Answers.

Dave McGuckin asked about the status of the approval of last year's monetary allocation for the School Board. Wasn't this about the scholarship? This seems like a vague description of it.

Selectman Stewart explained that last year the funds were approved at Town Meeting. At that time, The Select Board wanted to make sure the wording regarding the scholarship money reflected the intent of who the eligible recipients were. AT the last Select Board meeting on December 16, 2019, the Chair of the School Board presented its recommended changes to the wording. He believes it is now up to the Select Board to take the next step, which is to make a determination if the wording regarding eligible recipients reflects the intent of the Board. Dave asked if the Board could act on this tonight. Selectman Stewart explained that the Board needed to review the submitted language. Selectman Maher said it would be helpful to circle back and review the language. He noted after reviewing his notes that the matter had not been on the agenda but came up under Public Questions and Answers. After brief discussion the Select Board agreed to place this item on the next Select Board Meeting Agenda. Pam Cullen stated that Daphne Schwab, School Board Chair was supposed to provide some information which has not yet been received. Selectman Stewart asked Pam to reach out to Daphne to get the rest of the information.

3. New Business.

a. Appointment of Alternate to Trustee of Trust Funds.

Nancy Jackson introduced David Fitts who has agreed to serve as an Alternate for the Trustees of the Trust Funds. Mr. Fitts related his background and experience and his desire to contribute to the community. He is aware of the pushes and pulls of town government and believes he is a natural fit for the position. He moved to New Castle from Massachusetts. He graduated from Boston University Law School and worked at a private

law firm in Boston; served in the military, and worked in the trust department of a bank in Newton MA where he served as trustee of family trusts, and represented banks with their trust funds. He is familiar with and experienced in fiduciary responsibilities. He believes his career qualifies him. When asked by Nancy, he agreed to volunteer. Pam Cullen also encouraged him. The Select Board thanked him for his willingness to serve. He will follow up with Pam to get officially sworn in.

b. Appointment of Carl Roediger to the Water & Sewer Commission.

Chair Frampton stated that the Commission has changed its meeting times to the third Thursday of each month at 3:00 PM, in order to accommodate Mr. Roediger's availability to rejoin the Commission. After brief discussion the Select Board agreed to appoint him. Chair Frampton welcomed his knowledge and expertise, as Mr. Roediger had previously served on the Commission.

c. Select Board FY 21 Budget Objectives.

Town Accountant Christiane McAllister stated this week the Department heads would receive their budget work sheets, and usually, the Board's goals and objectives are included, so the Board needs to provide her with those goals and objectives by the end of the week. The first meeting of the Budget Committee is January 21, according to Tom Smith, which usually begins with review of the School Department. The Board agreed to provide the memo to Christiane.

d. Employee incidental mileage policy.

Christiane explained that the origin of this request for a policy came from one of the employees who have been using his own vehicle to pick up materials to do his DPW projects, and was encouraged to submit mileage reimbursement. She noted that the liability issues associated with the employee's use of his personal vehicle to conduct town business could be problematic, so she checked into this. According to her research, she wanted to make it clear that the employee's insurance carrier would be primarily responsible, and not the Town. This led to various other issues such as whether or not volunteers who conduct Town business, as well as elected and appointed officials, could be included in the pool of eligible recipients of mileage reimbursement when using their own vehicles to conduct Town business. As there was no set policy, Christiane brought this matter to the Select Board. She also created a form for the recording of mileage reimbursement requests which would be submitted on a regular basis (Monthly) for the Select Board's review. After further discussion and questions, the Select Board agreed to take the matter under advisement and will report back.

d. BOS date for the second meeting in January.

Due to the holiday, the Select Board will not be meeting on Monday, January 20, 2020. After discussion, the Board agreed to hold the meeting on Tuesday, January 21, 2020 at 3:00 PM at Town Hall, contingent upon Selectman Stewart's schedule. He will let Pam know so she can post the meeting.

e. Agreement: 158 Portsmouth Avenue.

Selectman Stewart spoke on this matter regarding legal counsel recommendation to create a private road. At the last meeting the Board voted to establish a private road, where the Town has no liability. The Board now needs to vote to allow a single-family residence on the particular lot. He read the following Motion:

To authorize issuance of building permits for the erection of a single family residence on Map 15 Lot 9-1 off of Portsmouth Ave abutting the private way between Map 15 Lot 9 and Lot 8, with the understanding that the Town does not assume responsibility for the private way and does not assume liability for any damages resulting from use of the private way, and further expressly conditional upon the current owners of Map 15 Lot 9-1 executing and recording a Release of Municipal Liability and Responsibility pursuant to RSA 674:41, I under terms acceptable to the Town's attorney.

Selectman Stewart made the Motion, which was seconded by Selectman Maher. Discussion ensued concerning why this was needed, and Selectman Stewart explained it was to correct a situation. The lot was subdivided and the second lot was left with no frontage at all. To create the frontage, the private way had to be created. This should have been done originally when the subdivision was created. There should have been a porkchop designated. I thought we wanted to avoid porkchop designs? Chair Frampton called for a vote. The Motion passed unanimously. The private way will need to be named.

f. Water Sewer Update.

Selectman Stewart reported that with today's work on removing the check valves, there was not much of a noticeable drop in water pressure. The work went smoothly. They are continuing to replace the brackets on the bridge. There is some rust, and DES may request some plates. They are still working on the cost sharing agreement with Portsmouth for the crossing. Once that is done, Underwood will look at what we have for loops. Selectman Stewart stated he will have more information at the next meeting. Selectman Maher asked what we could expect for work during the winter. Selectman Stewart indicated the crossing could happen in February. Portsmouth's vendor wants to finish up so Portsmouth would like to accelerate the process. The pre-work for the loops can be done (survey work and working with landowners).

4. Committee Reports.

a. Fire Department:

Selectman Maher reviewed the Fire Dept. report covering the period December 2, 2019 through January 6 2020. The full report will be attached to the minutes.

Highlights: 14 calls for service, Medical aid(9), fire alarm activation (2), assist other agency (0), check hazardous condition (1) false alarm (0), service call (2).

Personnel per incident (average) 2; Staffing: 2 career, 22 part-time members (14 certified); Budget remaining: 64.3%. The Chief continues to work on staffing and moving forward.

b. Police Department:

Selectman Stewart reported on the major numbers:

431 calls.

Building and Property Checks – 238

Traffic Enforcement – 44

Traffic Stops – 33. The full report will be attached to minutes.

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

Meeting Adjourned at 7:46.

Respectfully submitted,

Bette Jane Riordan
Recording Secretary.

Attachments:

Fire Department Report

Police Report