

**Town of Newington
Board of Selectmen
January 22, 2002 Meeting Minutes**

Present: Board of Selectmen (BOS) Chairman John (Jack) O'Reilly, Selectmen Cosmas Iocovozzi & Jan Stuart; also, Newington Fire Dept. Professional Firefighter Associate Dale Spainher, Foster's Democrat Reporter Michael Goot, Bob Hart, Electrical Inspector (EI) Nato Maldini, Building Inspector (BI) Charlie Smart, and Administrative Assistant (AA) Susan M Newcomer.

Chairman O'Reilly called the workshop to order at 5:30 p.m. to meet with BI Smart and EI Maldini to review the inspectors' progress in better organizing the department office. Bob Hart came forward and asked the Selectmen if he could rescind his previous resignation as Plumbing Inspector. Inspectors' hours and fees were discussed. Chairman O'Reilly called for a recess; vote for recess was O'Reilly – yes, Stuart – yes, Iocovozzi – yes. The Selectmen recessed at 6:15 to prepare for regular session. Dale Spainher and Reporter Goot arrived. Smart, Maldini, and Hart did not return for regular session.

The Board of Selectmen discussed town business including the following:

- Robert Hart's request
- Review misc. applications, letters, and permits.
- Review New Correspondence & Business
 1. Assessing Services
 2. Rockingham County Commissioners
 3. Airport Master Plan
 4. Fire Department Notice
 5. Shorty's "Fair Share" proposal.
 6. Training Notices
 7. Job Descriptions
 8. General Government Budget and Warrant Articles

Chairman O'Reilly called the meeting to order at 6:30 p.m.

Pledge of Allegiance

Minutes

Selectman Jan Stuart made a motion to accept the minutes of January 7th and 14th, 2002; seconded by Selectman Cosmas Iocovozzi – Motion carried with none opposed.

Robert Hart / Request to Rescind Resignation

BOS Chairman Jack O'Reilly announced the request from former Plumbing Inspector Hart to rescind his resignation as plumbing inspector. O'Reilly asked for a motion to approve Hart's request. Selectman Iocovozzi made a motion to accept the rescission of Robert Hart's resignation and reinstate Hart as Plumbing Inspector. Selectman Stuart seconded the motion; vote carried 3-0.

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Miscellaneous

Applications for Town Hall use were accepted as follows; motion by BOS Iocovozzi; second by BOS Stuart; vote 3-0:

Newington School Supporters – Fee waived and reschedule date was approved. The School Supporters needed more time to plan their fund-raising event, changing the date from January 26th to February 16th.

Seabreezes – 2 applications, both fees waived, and dates approved for February 8th and March 22nd.

Seacoast Republican Women’s Club - Fee waived, BOS noting that room request may have to be changed for a possible Public Hearing snow date.

E. Mosher – No fee. Request was for the use of Fox Point on September 21, 2002 for a wedding. Mosher was aware that she needed to arrange toilet facilities. Selectman Iocovozzi noted that there was not a lot of power. Selectman Stuart will contact Mosher to determine what is needed and to arrange for keys for the caterer.

A. Beaulier – Birthday party January 27th. Fee Paid.

Motion by BOS Chairman O’Reilly; second by BOS Iocovozzi; vote 3-0 to approve a Property Tax Abatement Refund letter for P. Pickering, addressed to the Tax Collector, in order to adjust the approved elderly exemption back to the appropriate amount. Also on a 3-0 vote was a letter to ADP Payroll Services authorizing AA Susan Newcomer and Police Executive Assistant D. St. Laurent sole access to ADP services.

Transfer of Payments

Motion by Chairman O’Reilly; second by BOS Iocovozzi; vote 3-0 to transfer Invoice #14520 from Philip R Sherman PE to NewingtonEnergy LLC for payment.

BOS Iocovozzi made a motion; seconded by BOS Stuart; vote 3-0 to sign a directive, from the Selectmen to the Trustee of Trust Funds, to issue a check from the Town-Wide Revaluation Capital Reserve Fund (CRF), to Century Consulting, for 3rd progress billing in the amount of \$1,163.86.

Rockingham Planning Commission Appointment

Selectman Iocovozzi made a motion to reappoint Barbara Hill to the Rockingham Planning Commission; second by Selectman Stuart; vote 3-0.

Seacoast Emergency Response

BOS Chairman O’Reilly explained a letter received from Police Chief Loomis requesting that the BOS give him authorization to sign an agreement to form the Seacoast Emergency Response Team. It was noted that the agreement was reviewed and approved by Attorney Mulvey. Mulvey saw no problem with the Town signing the agreement. A motion by BOS Iocovozzi; second by BOS Stuart; vote 3-0 gave permission to Chief Loomis to sign the necessary documents providing that all copies are sent to the Selectmen. A confirmation letter of this authority will be sent to Chief Loomis from the Selectmen.

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Granite State Minerals

A motion from Selectman Iocovozzi; second by Stuart; vote 3-0 to sign a final Cease and Desist Order to Granite State Minerals. This letter was reference to an original letter dated December 3, 2001.

Purchase Approval

A request from Tax Collector J. Mazeau to purchase tax bills and envelopes now, at a reduced rate, was approved by a 3-0 vote.

NewingtonEnergy, LLC

Chairman O'Reilly discussed a letter received from the NewingtonEnergy, LLC site project manager that requested additional parking along the barricaded Industrial Corridor Road. O'Reilly noted that the Selectmen would write a letter to NewingtonEnergy, thanking them for the "heads up" but explaining that the Town does not own the land, therefore the Selectmen can't vote on the request. In a second matter addressed by NewingtonEnergy regarding a release of escrow funds, Chairman O'Reilly wanted to first confer with Town Planner Tom Morgan as to how far he is in the process and what Kelsey has to say.

Wal-Mart Lighting Bond

Selectman Iocovozzi made a motion; seconded by Selectman Stuart and voted 3-0 to release the \$15,000 bond for the Wal-Mart site lighting. Iocovozzi said he was at the Planning Board meeting that had deemed the lighting changes as acceptable. Chairman O'Reilly said they would also have to look at the second bond for trees and shrubs.

New Correspondence and Business

Assessing Services

Chairman O'Reilly made a motion; seconded by BOS Iocovozzi, vote 3-0 to accept the Year 2002 Assessing Service Proposals, as follows—for award, pending receipt of contracts and Department of Revenue Administration (DRA) approval:

1. Year 2002 Assessing Services
 - a. Sansoucy – at a \$37,000 fixed fee
 - b. Wil Corcoran - not to exceed \$36,000 with additional work proposed—*Needs Study* not to exceed \$4,500 and *Sales Inspections Data* not to exceed \$3,000.
2. Sansoucy - Con Edison assessment / appraisal - \$23,000 fixed fee agreement pending DRA review.
3. Sansoucy - \$52, 175 agreement to complete the town-wide revaluation pending DRA review. Contract must be received. Amount and Contract agreement to be voted on pending DRA review.

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Selectman Stuart asked if there were concerns should Sansoucy decline. Chairman O'Reilly said he was concerned with Corcoran's overload but that it shouldn't be a problem because Corcoran would not be doing the revaluation completion project. O'Reilly also wanted to make a request by letter, to each party, asking if the assessment can be pro-rated, giving the Town 1/12th credit since the month of January has seen no services.

Selectman Iocovozzi asked for confirmation on the February 11th Department of Transportation, Exit 4 conference. Chairman O'Reilly said he would be unable to attend. Selectmen Iocovozzi and Stuart confirmed they would attend.

Rockingham County Commissioners

The selectmen acknowledged receipt of the Rockingham County Commissioner's 2002 budget proposal requesting a 3% tax increase.

Airport Master Plan

The selectmen reviewed a recommendation from Peggy Lamson to set up a meeting with Attorney McNeill and Town Planner, Tom Morgan, for an update on the Airport Master Plan and 161 Study on noise. BOS member Iocovozzi said it was important to sit with the Attorney on noise and the Selectman would ask Planner Morgan to schedule the meeting at the Town Hall.

Iocovozzi said the berm area in South Newington also had to be addressed. He said the drainage ditch was the responsibility of the PDA and the Beaver Dam was holding back 3-4 feet of water. Iocovozzi said a letter would be sent to the PDA suggesting they get rid of the dam, with copies to PDA members on Planner Morgan's recommendation. Iocovozzi mentioned that the area had been a problem since the golf course was constructed.

Fire Department Notice

Fire Chief Larry Wahl sent a letter to the Selectmen asking that they look into the State Statute for securing abandoned refrigerators. The letter referenced an issue at Best Buy that was documented by Chief Wahl. Selectman Iocovozzi said a letter would be sent to Best Buy by Building Inspector Smart with copies sent to the Town Planner and Health Officer.

Shorty's "Fair Share" Proposal

A "Fair Share" proposal sent to the Selectmen from Shorty's Mexican Roadhouse that allows an organization to receive 15% of proceeds from food sales on special group evenings will be forwarded to non-profit organizations in town, such as the 4-H and Newington School Supporters.

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Training Notices

AA Sue Newcomer and Town Clerk/Tax Collector W. Jane Mazeau submitted a training proposal offered by BMSI for accounting and tax training. BOS O'Reilly, Iocovozzi, and Stuart gave approval for Newcomer and Mazeau to move forward with training plans. Chairman O'Reilly said there would be other training issues to bring up in future meetings.

A training program offered to cover recent changes in the Timber Tax Law was tabled. O'Reilly said the assessors would be dealing with it.

A training program offered by NHMA for evaluating employee performance was tabled.

Job Descriptions

Job descriptions for the Custodian and Assistant Bookkeeper were approved 3-0.

Chairman O'Reilly asked Dale Spainher if he had any requests. Spainher said he attended the meeting to deliver a \$1,000 check from Wal-Mart for the Thermal Imager, which was part of the \$2,000 in the budget.

Spainher also discussed a Town sponsored tax-deferred retirement program that would be of no cost to the Town and was for all public employees. He invited the Selectmen to attend an informational meeting to be held at the Fire Station January 25th at 11:30 a.m. The BOS recommended that AA Newcomer or Planner Morgan attend the meeting and that a representative from the Police Department be invited to attend as well. American Funds Group backs the plan. Chairman O'Reilly said the concepts seemed fine, but the fees would have to be reviewed, including fees incurred by ADP Payroll Processing.

Spainher asked the BOS if they were getting quotes on the police side of the Fire Station. Chairman O'Reilly asked Spainher if he asked because the Fire Department guys wanted to do some work. Selectman Stuart interjected with her concerns on major repair items and Iocovozzi recommended that a punch list be put together.

Selectman Stuart questioned the "male-female" concerns of the bunkroom and wanted to know what had been done. She added that separating gender should have been a priority. O'Reilly wanted to know where Guy (Young) was at and Iocovozzi asked if the tiles had been put down. Spainher said the tile was down but the edging was not done because they were painting and the bathrooms weren't in. There was further discussion on checking with NHMA on liability issues and if the work was being done on or off the clock.

The BOS assumed that the bunk area was being taken care of. Selectman Iocovozzi said that the department would have to use a different area for females for now and it was up to Chief Wahl to work it out; it was clearly a management issue. He added that a temporary area and bath for females had to be arranged immediately. Selectman Stuart said they could send a directive since it was a Town building.

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Spainher said the walls have been primed, the doors are stained and are being shellacked, but doing it on duty is difficult. Chairman O'Reilly said they would have Dick Rines help. Stuart confirmed that the Selectmen would work on the room issue right off and would personally visit the fire Department, rather than send a letter. Chairman O'Reilly said they would have to budget the full amount to finish the job.

Chairman O'Reilly asked Spainher if they were looking for a new Chief yet. Spainher said it would probably be placed with Fire Standards and Training. The Selectmen discussed the hiring process. Iocovozzi mentioned that the Board of Fire Engineers needed to draft the qualifications and the specs as soon as possible.

General Government Budget Proposal Review

Chairman O'Reilly reviewed the budget line-by-line with the other BOS members. He mentioned that something had to be done about the Road Agent. Selectman Stuart said the Budget Committee was concerned about the Road Agent issue and Iocovozzi recommended that a job description be formulated for the position. O'Reilly mentioned that L. Thomas couldn't be the Road Agent as long as he was on the Police Commission and that he was not going to budget it and would leave it for the Budget Committee to do. The Board agreed they had been paying \$1,000 and then a stipend and Selectman Iocovozzi suggested they have a Road agent who understood drainage, not just snow removal. O'Reilly said they could think about it, draft a job description and then look for one.

Other items discussed were how to handle the 10 old function room tables that have been replaced by new ones and how long Bob Belmore and Michelle could stay on to assist AA Newcomer.

Steeple work, Library repairs and future vehicle needs were also discussed. Chairman O'Reilly thought the Town would need a new truck next year.

The 4-H request for a donation in the amount of \$1,000 was deliberated and Chairman O'Reilly was concerned with the precedent that was being set if the BOS agreed to a donation. A donation for \$500 was placed in the budget with a vote of 2-1; Iocovozzi – yes, Stuart – yes, O'Reilly – no.

The need for a transfer station attendant was discussed and the Board will request a letter of resignation from Mike Walsh to confirm that he is no longer available to be the attendant.

A motion to vote on a proposed General Government Budget in the amount of \$1,082,806 (a \$70,928 or 6% decrease from FY 2001) was made by Selectman Stuart; seconded by Iocovozzi; vote unopposed 3-0.

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A motion was made at 8:35 p.m. by Chairman O'Reilly to go into non-public session regarding a confidential matter RSA 91-A:3, II(c); seconded by Iocovozzi, roll call vote O'Reilly, yes, Iocovozzi, yes, Stuart, yes. No votes were taken in the non-public session.

At 8:50 Chairman O'Reilly made a motion to not release the minutes and to go into public session; seconded by Stuart; vote unopposed 3-0. O'Reilly asked if there were any more questions.

Selectman Stuart made a motion to adjourn the meeting; seconded by Iocovozzi; vote to adjourn 3-0.

Meeting was adjourned at 8:50.

Respectfully submitted,

Susan Newcomer
Administrative Assistant