



**Town of Newington
Board of Selectmen
December 17, 2001 Meeting Minutes**

Present: Board of Selectmen (BOS), Chairman John (Jack) O'Reilly (R) & Selectman Cosmas Iocovozzi (I) and Selectman Janice Stuart (S).

Chairman O'Reilly called the meeting to order at 6:00 p.m.

Nonpublic Session

Motion by I, 2nd by S to enter into nonpublic session to discuss personnel matters. Roll call vote: Iocovozzi-yes, Stuart-yes, O'Reilly-yes; motion passed 3-0. The Board interviewed a candidate for the building inspector position. The Board authorized Chairman O'Reilly to make an offer of employment to one of the candidates. Motion by I, 2nd by S, 3-0 vote to come out of nonpublic session.

The Chairman called the regular business meeting to order at 6:31 p.m.
The Pledge of Allegiance was recited.

Miscellaneous Discussions

Barbara Hill, HDC Chair, told the BOS that a match was not needed for the CLG grant.

Chairman O'Reilly read a letter from Treasurer Laura Coleman regarding Town Attorney John Ratigan's outstanding bill. Coleman's letter outlined her concerns that included a lack of clear invoice documentation from the attorney's firm for all outstanding charges. Deputy Treasurer George Fletcher expressed his concern with the letter received from this town attorney. Discussion took place regarding the proper town payment procedures that should be followed. Coleman explained her reason in wanting to continue to have a key & she questioned the distribution of keys to the Selectmen's Office. O'Reilly stated people were going in and out without supervision; there was a need for security due to personnel and legal files in the office. The Board said there might be a change once the new administrative assistant starts so that there is a person overseeing the office.

Fire Chief Larry Wahl requested information on the Department's receipt of a grant this year. The Board confirmed the funds had been received and he was told he could order what was included in the grant proposal.

Ruth Fletcher questioned why surveyors were on her property. Selectman Iocovozzi explained the various options being discussed or proposed to the State DOT regarding the Spaulding Turnpike improvements. Selectman Cos will schedule a meeting with the Fletchers and representative/s from DOT. Discussion progressed into the Town's taking over the ownership of Nimble Hill Road; Fletcher questioned the upkeep.

Len Thomas, town highway department employee, requested a purchase order for a new bench grinder. The Board approved him using the town Home Depot credit card to purchase one. Thomas also requested a wage increase for next year.

(Meeting minutes taken by Selectman Stuart from 6:00 – 8:00 p.m.)

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1. Minutes: Motion by S, 2nd by I, 3-0 vote to accept the Selectmen meeting minutes of December 3, 4, and 5, 2001.
2. Town Hall use application/s were approved.
3. Payment (A/P) manifest was reviewed and approved.
4. The Board scheduled a workshop meeting for Thursday, December 27, 2001 at 5:00 p.m. Chris Cross asked the Board to schedule a public informational meeting for residents regarding the Spaulding Turnpike – interim safety improvements (Exit 4 options/alternative proposals) that he had been examining. The Board agreed to have it on Monday, January 7, 2002 at 7:00 p.m. in the large meeting hall. The town planning board would be invited to meet with the Board, the public and DOT officials. The Board decided to start that evening's regular business meeting at 6:00 p.m.
5. Fire Chief Larry Wahl requested the Board encumber the \$45,000 appropriated for the purchase of a new fire department vehicle. The Chief presented a Memo dated Dec. 17, 2001 which pointed out the vehicle had been ordered and was due to be delivered in late January of 2002. Motion by R, 2nd by I, 3-0 vote to encumber the \$45,000 into FY 2002.
6. The Board placed the Archaeological Survey contract proposal on hold pending HDC review and recommendation.
7. The Board reviewed town grounds proposals and the comparison chart presented by Belmore. Discussion. Motion by S, 2nd by I, 3-0 vote to award the town property grounds lawn care to Fabyan Point Grounds Care at the proposed cost of \$17,000 for FY 2002 – pending town appropriation. Motion by I, 2nd by S, 3-0 vote to award the Cemetery grounds care to Northeast Mowers (only proposal received) at the proposed cost of \$10,200 for FY 2002.
8. The Board approved the Draft Building Inspector's job description and town Selectmen office hours for the upcoming holidays by votes of 3-0. The Board approved Chairman O'Reilly signing the personnel action for part-time assistance provided by Belmore to be in place through January, 2002. The need for continued assistance to be re-evaluated at their 1st meeting in February (2/4/2002).
9. Chairman O'Reilly updated the Board on Coalition matters.
10. The December 7, 2001 Conservation Commission memorandum on the Patten landscaping bond was reviewed. The Commission recommended the bond not be released.

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11. An engagement letter from Vachon, Clukay & Co. was reviewed. Motion by I, 2nd by S, 3-0 vote to approve the second year of the three-year proposal for the annual town financial audit.
12. The Board authorized Selectman I to pursue an exemption concern regarding Mrs. Pickering and to contact the Sansoucy firm to assist as needed.
13. Various other correspondence was reviewed.
14. Motion by I, 2nd by S, 3-0 vote by roll call to enter into nonpublic session to discuss personnel related matters. Iocovozzi-yes, Stuart-yes, O'Reilly-yes. The BOS discussed possible procedures to be followed by town hall office staff and elected officials who utilize the town offices. The Board took several possible options under consideration. The Board voted 3-0 to come out of nonpublic session.

Meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Robert M. Belmore