

**Board of Selectmen Meeting Minutes
Town of Newington Town Hall
December 28, 2005**

Preliminary

Chairman Iocovozzi opened the workshop at 3:00 pm

Present: Chairman Cosmos Iocovozzi, Selectman Jack O'Reilly, Selectman Jan Stuart, Administrative Assistant Bea Marconi, Wib Goins, Ruth Fletcher-Fire Engineers, Dennis Cote, Dave Low, Sarah McQuade, Charlie Smart-Building Official, Andrew Head, Gail Pare

Pledge of Allegiance

Fire Department- Vehicle Purchase/Lease Information

Dennis Cote handed out a Vehicle Replacement Plan and gave a brief overview. There are two vehicles in question. The first vehicle is a 20 year old ladder truck which as discussed with the BOS in 2003 and voted to repair and then to replace in five years.

Dennis listed the items that needed attention on said truck (refer to handout). Jan asked how often the ladder truck was deployed. Dennis stated that they have not deployed the truck very often because of all of its issues. It was used, but used with caution. Jan asked if it was necessary to have a ladder truck, Dennis answered yes and explained why. Our ladder is still not on the Service Community Mutual Aide Call list.

Jan asked if we had enough personnel to man two new vehicles, Dennis explained how either truck only needed two firefighters. Cos asked if there was any way to combine both trucks in one and reserve in an effort to cut back on rolling stock. Dennis explained that our ISO is important to property owners insurance. If we cut back vehicles (and personnel) our property owners insurance is affected.

The second vehicle is an engine/pump truck and will be 30 years old next year. This vehicle also needs to be replaced. Cos asked if a delay of a year or two in these options are better than both in the same year. Dennis explained that he felt now is the time to deal with both vehicles to prevent spikes and delays in either vehicle being out of service.

Dennis spoke of a lease purchase scenario (refer to attached excel spreadsheet).

Jack says if we buy we are looking at bonding. Dennis explained the perks of a lease, if we lease the company will come and repair the vehicles here instead of them being sent out for repair, and after the lease is up there will be no balloon payment, the vehicles will be ours. The cost is \$94,000 for both vehicles for a 10 year lease with a deposit of \$100,00 with use of Cap reserve and trade in. Jack spoke of a 5 yr. vs. 7 yr. vs. 10 yr. lease.

The fire department is meeting with the manufacturer on Jan. 4th to discuss the cost of 1 vehicle vs. 2 and the savings. They will report back when they come before us.

The Board voiced concern about the purchase of two fire department vehicles at one time. Dennis explained that with the purchase of both vehicles at the same time, money would be saved because there would be a reduction in maintenance, and they would be better equipped when going to a fire.

Dave mentioned the need to replace the Utility truck, the body was falling apart and the ladder wasn't long enough to reach the top of most of the poles. Cos said he has a problem replacing three vehicles at once and the cost is too much for the town, Jan agrees. Cos asked if the replacement of the ladder truck would be sufficient for use on the utility poles. Dave explained that they couldn't use the ladder truck for working on the poles because the ladder was all metal, and the utility truck ladder was insulated.

There was mention that if there could only be one truck replaced, that they should replace the ladder truck, since the repairs and maintenance were so costly. There were questions asked about whether or not they could push replacement of a 30 year old engine truck further down the road. The longer

that engine two is held on to, the more wear and tear on engine one, which means more cost in repair and maintenance.

Fire Department will make a formal request for utility truck and release of funds for the Board.

General Overview Buildings:

Charlie Smart spoke of repairs to the Meeting House, the Library, the town garage, the old Stone School, the Olde Parsonage, the New Town Hall, the carriage Shed, and the Police Department. The repairs, replacements and the cost for each building are as follows:

The Meeting Hall:

The Repairing the roof and the molding rot in the bell tower due to leaks, replacement of the main roof, replacement of floor support columns in the basement, and addressing various preservation issues. The cost is estimated to be \$100,000

There were questions about whether or not they need to go ahead with the painting that was supposed to be taking place or should they hold off?

The Library:

The small gable roof over the rear door needs to be replaced, the gutters need to be replaced and gutter guards need to be added, and we need to reglaze and paint the windows and eventually replace them. The approximate cost is \$7500

Charlie also discussed putting up an awning at the cost of \$2300, he also discussed bringing in an Arborist to cut the trees back to preserve the building from moisture and mold issues.

The Highway Garage:

The Highway Garage needs to be removed and replaced. Cos suggests getting an engineer to draw up a plan for compliant building. Charlie will get plans that he has compiled. The approximate cost is \$15,000 (added to maintenance for planning).

Old Stone School:

The plywood over the windows has rotted out, and needs to be replaced. The approximate cost for the repairs is \$500

Olde Parsonage:

There are a few shingles that need to be repaired, the paint inside and outside needs to be scraped and repainted, there is some mold that needs to be stain killed, and also a dehumidifier needs to be added to the basement to drop the moisture and will also help to keep out mold. Charlie also suggested putting in screens in the Parsonage so that in warm weather the windows could be opened to dry out the building. The approximate cost is \$3500

Town Hall:

The sinks in the bathrooms are not handicap accessible and need to be brought up to code as well as the grab bars in the stalls. The Emergency generator needs to be replaced; Charlie suggests taking the old one and the one in the Town garage and selling them and getting a small generator for this building. The folding tables were brought down to the school might not hold up, so Charlie suggests replacing them with a newer kind. The flashing needs to be re-done and the chimney caps need to be covered in rubber membrane, to help prevent leaking. The offices and restrooms need to be repainted. Some of the furniture needs to be updated, such as making them more computer compatible. The mortar in the brick walls (exterior) needs re-pointed, the mortar joints are broken open and need to be re-sealed at some point. The lobby floors need to be stripped and resealed, but it is a noisy and long procedure, probably a couple of weeks. PSNH is working on getting more efficient lighting for the New Town Hall, The old Town Hall, the Fire and Police Departments, and the Library. Charlie thinks the HVAC should be changed from pneumatic to electronic, since the rubber hoses and the copper are rotting away. He suggests updating some of the appliances in the

kitchen ie; the microwave and the stove. Charlie suggests the installation of Power Point projectors in the Derochmont room and in the auditorium with audio options. The walkway to Fox Pt. Rd. needs to be dug up and replaced. Jan mentioned that the building needs an illuminated sign, so that it stands out more. The approximate cost is \$150,000

Carriage Shed Fox Pt.:

The windows are broken and need to be repaired, the cupola needs to be fixed, the stone wall (entrance) was hit by a plow truck and needs to be fixed, there is a part of the wooden fence that needs to be replaced, old foundation needs to be filled in, sections of the roof that need to be stripped and re-done, roof on the chicken coop, the barn doors in the front and rear need to be replaced. Approximate cost \$10,000

Police Department:

The septic pump needs to be re-wired, the connection needs to come up out of the ground and put on some sort of pedestal, risers need to be added to the septic tank, the sally-port floor flows backwards and needs to be replaced, a pitch needs to be added so that the water, etc. flows outside, the outflow line and the D-box to the leach field needs to be replaced, and the sidewalk needs to be removed and replaced. There are broken pieces of concrete that are a tripping hazard. The approximate cost is \$16,000-\$20,000

Mott House:

There was mention of the Old Mott House by Jan; Charlie mentioned that there were a few broken windows that needed to be replaced, and there should be some kind of plywood over the chimney. There is approximately \$15,000 set aside for maintenance on this building.

Code Enforcement Budget:

In 2004 the construction value was listed at \$12 million, in 2005 it is listed at \$9,730,000. In 2005 Charlie issued 79 building permits, 35 plumbing and mechanical permits, and 61 electrical permits, the total being \$85,318, if Regal hadn't changed their minds about when to do the construction the total would have been \$128,000. Charlie also mentioned having waived permit fees for misc. projects.

Jan and Jack discussed COLA vs. Merit and 4.5% COLA and 5.0% Merit and the board agreed on a total of 9.5% total for Charlie.

Road Maintenance Plan for 2006:

Brickyard Way/Gundalow, Fox Point from stop sign to end of pavement, portion of Shattuck near Asia to reimburse the State when they pave the rest, Coleman Drive, Dirt end of Fox Point, were discussed as well as a portion of Captn's Landing.

Gale Pare on spending and budgeting:

Gail remarked that she would rather see the spending spread out overtime rather than paying things quickly as it goes out over growth as far as interest and bond pymts. Jan agrees with her.

Highway Budget/ Encumbrances:

Board of Selectmen raised Len up to \$20.00 an hour; John's wage was moved to \$14.00 an hour. Cos mentioned that raising Len up to \$20 an hour, they can remove the road agents stipend, and although he would like insurance the policy contributed to. Any help without a CDL gets \$12 an hour, and the plowing employees with a CDL, get \$14 an hour. *There was a motion by Jan Stuart to send the Highway Budgets over to the Budget Committee. Jack seconded the motion, vote 3-0 passed.*

Board of Selectmen Engineering Budget Line:

\$10,000 was the amount the Board agreed upon.

The Board of Selectmen made the following votes to encumber 2005 funds at this evening's meeting:

Encumbrances

Selectman O'Reilly moved to encumber \$50,000 from Highway Resurfacing 01-4312-21-395

Selectman Stuart seconded. Motion Passed 3 – 0. (see Pike paving contract)

\$12,340.55 to finish Little Bay Road, \$14,216.00 for Brickyard Way, Shattuck (State's job) near Asia \$ 13,306.86, and \$10,136.59 to go towards the cost of off setting Fox Point, Gundalow, or Coleman.

Selectman O'Reilly moved to encumber \$6,657 from Highway Road Striping

01-4312-21-397 for town wide road striping where appropriate and an additional \$3,000 from the same line to cover the striping costs from the Little Bay/Pike Contract

Selectman Stuart seconded. Motion Passed 3 – 0. (see L&D contract)

Selectman O'Reilly moved to encumber \$4,050 from Town Hall Maintenance Line

01-4194-02-430 for our stage curtain. Selectman Stuart seconded. (see Rte One Carpet for Stage Curtain contract) Motion Passed 3 – 0.

Selectman O'Reilly moved to encumber \$5,595 from Town Hall Maintenance Line

01-4194-02-430 for painting & ceiling & wall care at Town Hall

Selectman Stuart seconded. Motion Passed 3 – 0. (see FA Gray contract)

Selectman O'Reilly moved to encumber \$1,218 from Land Maint-Care of Trees

01-4522-45-658 for tree raising on Little Bay Road.

Selectman Stuart seconded. Motion Passed 3 – 0. (see Pace contract)

Selectman O'Reilly moved to encumber \$931 from Record Restoration line for the Historical

District 01-4589-48-680. Selectman Stuart seconded. Motion Passed 3 – 0. (see Browns River contract)

Selectman O'Reilly moved to encumber \$660 from Town Hall Maintenance Line

01-4194-02-430 for Maldini repair/replacement of exit lights. Selectman Stuart seconded.

Motion Passed 3 – 0. (see Maldini contract)

Selectman O'Reilly moved to encumber \$500 from Selectmen's Engineering Line

01-4130-02-310 for Altus Engineering for the Wetland Project at Coleman Drive. Selectman

Stuart seconded. Motion Passed 3 – 0. (see Altus contract)

Selectman O'Reilly moved to recind his motion to encumber \$500 from Selectmen's Engineering Line 01-4130-02-310 for Altus Engineering for the Wetland Project at Coleman Drive.

Selectman Stuart seconded. Motion Passed 3 – 0. Vote recinded. (see Altus contract)

Selectman O'Reilly moved to encumber \$18,850 from Town Hall Maintenance Line

01-4194-02-430 for Chimney removal and repair. Selectman Stuart seconded. Motion Passed 3

– 0. (see Careno contract)

Selectman O'Reilly moved to encumber \$2,355 from the Meeting House Maintenance Line

01-4194-06-430 for the painting of the Meeting House ceiling. Selectman Stuart seconded.

Motion Passed 3 – 0. (see FA Gray contract)

Selectman O'Reilly moved to encumber \$4,377 from Town Hall Maintenance Line 01-4194-02-430 for Kitchen Steel Doors. Selectman Stuart seconded. Motion Passed 3 – 0. (see Ricci contract)

Selectman O'Reilly moved to encumber \$1,000 from Land Maintenance Care of Rec Fields 01-4522-45-654 for Baseball field Drainage work. Selectman Stuart seconded. Motion Passed 3 – 0. (see Fernandes contract)

Selectman O'Reilly moved to encumber \$16,261.78 from Tennis Court Warrant Article Line 01-4800-60-968 for Tennis Court Completion. Selectman Stuart seconded. Motion Passed 3 – 0. (see Advantage Tennis contract)

Jack discusses raising Kris's pay from \$12 to \$13 an hour and adding \$20,000 to bring in a part time finance person. Jan mentions that she is not in favor of hiring a finance person, Bea mentions that even though Newington is a small town, we still have big city rules to follow. Cos says they need to discuss it at a later workshop. Jan asks it to be put on the record that she does not want to be a part of bringing in another person for finance, and cannot justify another \$20,000. Cos mentions that they need to have Laura Coleman explain what she feels is needed from a finance person. Bea speaks briefly about the areas where she would need the help and what was needed. Cos agrees that someone should be brought in to help off set the duties that Bea has. *(audio muffled)* Cos mentions that the secretary position be changed over time, in reference to need. There was discussion of increasing Kris's hours from 25.5 to 30 per week.

Jan motions to go non-public per RSA 91:A:3-(A) Personnel, Jack seconds motion at 6:09pm Roll call Jan Stuart, Jack O'Reilly, Cosmos Iocovozzi 3-0 Motion passed.

The Board came out of non-public at 6:33 pm. Jack O'Reilly moved to seal the minutes with Jan Stuart seconding. On a roll call vote, minutes were sealed 3 – 0. No votes taken.

Jack O'Reilly moved to adjourn at 6:35pm – followed by a second by Jan Stuart with motion passing 3 – 0.

Respectfully submitted,

Beatrice Marconi
Administrative Assistant

