

Town of Newington, NH
Board of Selectmen Meeting Minutes
Monday September 20th, 2021

Present: Chair Ted Connors, Selectman Mike Marconi, Selectman Bob Blonigen, Sheryl Bagley, Finance Director, Sue Philbrick, Treasurer, Planning Board Chair Denis Hebert, and Martha Roy, Town Administrator.

T. Connors called the meeting to order at 4:15pm. Followed by the Pledge of Allegiance.

M. Marconi moved to enter a nonpublic session at 4:16pm per RSA 91-A:3 II (e). B. Blonigen seconded the motion and T. Connors asked for a roll call vote: B. Blonigen-Yes, M. Marconi- Yes, T. Connors-Yes. All were in favor.

M. Marconi moved to return to public session at 4:58pm, seconded by B. Blonigen. T. Connors asked for a roll call vote: B. Blonigen-Yes, M. Marconi-Yes, T. Connors-Yes. All were in favor.

M. Marconi moved to seal the minutes indefinitely. B. Blonigen seconded the motion. T. Connors asked for a roll call vote: T. Connors-Yes, M. Marconi-Yes, B. Blonigen-Yes. All were in favor.

Jennifer Mulstay-Chair, Trustees of the Trust Fund:

J. Mulstay explained that she has been the Chair of the Trustees of the Trust Fund since 2019. The Town has kept their capital reserve fund money with Charles Schwab. Charles Schwab would file the State reports MS-9 and MS-10 each year. However, in 2020 they stopped providing this service. J. Mulstay found three companies that would provide this service for the Town. J. Mulstay liked Three Bearings Fiduciary the most, they provide online training for towns for their Trustees of the Trust Funds. Three Bearings Fiduciary completed and submitted the MS-9 and MS-10 to the State in 2020. J. Mulstay shared a Fund Snapshot for all the Town's funds with the Board. J. Mulstay suggested that some capital reserve accounts that are not active should be moved to the General Fund. The Town's Capital Reserve funds are earning very little interest at the moment. Three Bearings will pay more interest, but they also charge fees. The Town is not charged any fees now. S. Philbrick stated that TD Bank, which holds the funds now, will not do the MS-9 and MS-10. J. Mulstay said that Three Bearings Fiduciary currently handles the capital reserve funds for 33 towns in NH. S. Philbrick asked how long Three Bearings has been in business. J. Mulstay didn't know but knows that the Town of Wakefield has been with them for eight years. J. Mulstay said that she and the other two trustees are comfortable with making the change to Three Bearings. J. Mulstay reached out to D. Messier and asked about moving the Sewer Enterprise Fund. D.

Messier said that the Sewer Commissioners do not want to move the funds. S. Philbrick would like the Board to consider the town's relationship with TD Bank when making the decision. T. Connors thanked J. Mulstay for all her hard work on behalf of the Town and asked that the Board be able to read through all the information that she has provided and they will get back to her and let her know of their decision. J. Mulstay said that the owner of Three Bearings could come in to talk with the Board at the next meeting if they wanted. The funds probably can't be moved until a warrant article is passed in March 2022.

Cyber Security Analysis Bid Review:

M. Roy said that the Town had received eight bids for the Cyber Security. After reviewing all the bids, M. Roy and Paul Deschaine interviewed two of the companies. Further research is being conducted relative to the companies and their various qualifications. M. Roy and P. Deschaine have no recommendation at this time. They will continue to work on this.

B. Blonigen mentioned that he thought that the Town should spend the money that they have received from the federal government grants on something appropriate like air handling systems for the Police Station, Fire Station, Town Hall and the Highway Garage. M. Roy mentioned that the building inspector got a quote for that work. She will follow up with that.

B. Blonigen mentioned that the Town had received an email from Jack O'Reilly asking to be appointed to the Recreation Committee. **B. Blonigen moved to appoint Jack O'Reilly to the Recreation Committee. M. Marconi seconded the motion will all in favor.**

3rd Quarter Budget Review:

The Board has received a report on the town budget through three quarters of the year. At the next Board meeting Finance Director S. Bagley will give the Board a review of the 2021 budget to date.

Capital Improvements Program:

Town Planner, John Krebs, sent an email to all the departments asking for their input on the capital improvement plan. M. Roy has been completing the forms using the Major Roads capital improvement plan and the Highway Vehicle capital improvement plan. She would like some guidance on how to complete the part about the Stone School and the Fire Station. B. Blonigen thought that a capital improvement plan should be done for the Fire Station so the Town can start putting money into a capital reserve account to improve the Fire Station in the future. Discussion ensued about the Stone School and the amount of money that would be needed to improve and maintain it. The Board does not want to spend money on it. The Planning Board is talking about what to do with the Stone School. When the Air Force gave it back to the town the restrictions,

they put on it have really tied the hands of the Town. M. Marconi asked if he could look at the Stone School architectural plans. M. Roy will get a copy for him. B. Blonigen would like to see the capital improvement plan be used by all the committees as a guide for their project planning and budgeting.

ACH Policy-Draft:

M. Roy read the draft ACH Policy to the Board. This has been created in light of the Ach fraud that happened in Peterborough, NH. **M. Marconi moved to accept the new ACH Policy. B. Blonigen seconded the motion with all in favor.** T. Connors thanked M. Roy for being on top of this issue.

Resignation:

The Board has accepted, with regret, the resignation of Ann Morton from the Conservation Commission. T. Connors thanked Ann for all her years of service to the Town.

Discussion ensued about the water project at Fox Point. B. Blonigen thought that the Town should document the condition of Fox Point Road before the project starts to ensure that Portsmouth pays for any damage to the road. B. Blonigen believes that Portsmouth has a plan to have the water line come up all the way up Fox Point Road and then to the newly updated water tower at the north end of Pease. The Town should review what we signed when we gave them permission for the project and see what it says about the roads. M. Marconi thought that the Town should inquire about the hydrant rental fees and negotiate a lower rate.

Minutes Approval: M. Marconi moved to approve minutes of August 19th, 2021, August 23, 2021 and September 7th, 2021. B. Blonigen seconded the motion. All were in favor.

Manifest Approval: M. Marconi moved to approve the manifests for \$15,995.36 dated 9/9/2021, \$23,000.00 dated 9/16/2021 and \$92,181.49 dated 9/16/21. B. Blonigen seconded the motion. All were in favor.

Adjournment: M. Marconi moved to adjourn at 6:10pm. T. B. Blonigen seconded the motion. All were in favor.

Respectfully submitted,
Eleanor Boy
Recorder