

**Town of Newport, New Hampshire
Board of Selectmen
Minutes for Meeting of March 6, 2017
6:30 pm Regular Business Meeting
Municipal Building**

SELECTMEN PRESENT: Jeff Kessler, Chairman; Todd Fratzel, Vice Chairman; David Hoyt, William Wilmot, Jr; John Hooper II

STAFF PRESENT: Hunter Rieseberg, Town Manager; Paul Brown, Finance Director; Julie Magnuson, Planning and Zoning Administrator

COMMUNITY MEMBERS PRESENT: Matthew Hennig, Bert Spaulding, Sr.

OTHERS PRESENT: Meg Freeman, CFO, Southwestern Community Services (SCS); Terri Paige, Transit Director, SCS

CALL TO ORDER: Chairman Kessler addressed the people present and viewing on TV and stated that the Selectboard had had a non-meeting before the regular BOS meeting. He called the regular BOS meeting to order at 7:08 p.m. followed by the Pledge of Allegiance.

AGENDA REVIEW: add **ACTION ITEM:** Reimbursement to David Kitridge for septic system inspection (by Kessler)

MINUTES FROM PREVIOUS MEETING: February 27, 2017

February 27, 2017

Minutes from February 27, 2017:

On a motion by Selectman Hoyt, seconded by Selectman Wilmot; *the Board approved the minutes of the February 27, 2017 meeting with the following corrections: Page one, Becky Merrow should be listed under STAFF PRESENT; page five: last line of first paragraph should read: "It was the consensus of a majority of the BOS (Fratzel, Hoyt and Hooper) to go forward with the process". The motion passed 5-0-0.*

Minutes from Non-Public Session (NPS) #1 and #2 of February 27, 2017:

On a motion by Selectman Fratzel, seconded by Selectman Hooper; *the Board voted to table the minutes of NPS #1 and #2 to the March 20, 2017 BOS meeting. The motion passed 5-0-0.*

CONSENT AGENDA: On a motion by Selectman Hoyt, seconded by Selectman Wilmot; *the Board voted to approve the Consent Agenda for March 6, 2017. The motion passed 5-0-0.*

OPEN FORUM: Mr. Matthew Hennig addressed the Board of Selectmen. He stated he was before the Board to ask permission to carry out his Eagle Scout project on Town property. He explained his proposed sign which would be located in the area dividing the Corbin Bridge park area and the turf runway of the airport. Mr. Hennig explained that he needed permission from the Town-thus his attendance at the BOS meeting. Ms. Julie Magnuson, Planning and Zoning Administrator; addressed the BOS and stated that Mr. Hennig had spoken to the airport managers and they were in favor of the sign. She stated that the Board of Selectmen had to give permission for the construction; therefore he was at the BOS meeting. Mr. Hennig explained his concept for the proposed sign to the Board members, and answered all questions. Chairman Kessler stated that his recommendation was to go forward with the project, but to collaborate with the co-managers of the airport and Mr. P.J. Lovely of the Rec Center for

their input on appropriate sign verbiage and location on the grounds. The Board members concurred with the Chair's recommendation.

Selectman Wilnot made a motion *to authorize Mr. Matthew Hennig to work with the airport staff and Mr. P.J. Lovely, Jr for the proper placement and the wording of the sign in concert with and whatever signs airport management might find appropriate at that end of the runway.* It was seconded by Selectman Hooper. *The motion passed 5-0-0.*

Chairman Kessler addressed Mr. Hennig and wished him luck on his project.

COMMUNICATIONS:

Selectman Hoyt asked for an update on the water level in Gilman Pond. He was told there was no change.

Selectman Fratzel brought up the pending School Warrant Article 8. He stated it affected the Town (side of government) and read aloud Warrant Article 8 from the Newport School District 2016 Annual Report. Chairman Kessler polled the Board members for their thoughts as to whether the Town BOS should be in favor of Warrant Article 8. It was the consensus of the Board to not support Warrant Article 8 in the Newport School voting.

Selectman Wilnot stated for clarification that the BOS did not need to be at the polls during School voting. Town Manager Rieseberg stated that the NH Secretary of State had informed Newport that the BOS would not have to man the polls during school voting on March 14, 2017. He explained why.

Mr. Spaulding, Sr. addressed the BOS and stated they should contact the School Board and request that Article 8 be removed from the ballot.

Selectman Hooper informed the Board and viewing public of the Great Grey Owl that had come to Newport and attracted hundreds of people from all over the east coast.

Chairman Kessler stated that School voting would be held on Tuesday, March 14, 2017 at the Opera House from 8 am-7 pm. BOS members would not be in attendance, School Board members would.

Town Manager Rieseberg had nothing to share at this time.

INFORMATIONAL:

Draft Warrant Articles

Chairman Kessler read aloud draft Warrant Articles 1-4 for the 2017 Annual Town Meeting. Filing dates were announced; March 14, 2017 for petition articles and March 27, 2017 for the BOS Warrant Articles. March 22nd through March 31, 2017 were the sign up dates for candidates for an elected position.

Chairman Kessler read aloud the rest of the Warrant Articles.

Warrant Articles 5 & 6 were Zoning Articles. Ms. Magnuson explained them.

Warrant Article 9: Selectman Fratzel asked if additional verbiage could be added to the explanation for this Bond Article to state what the anticipated tax impact of this article would be.

Finance Director Brown stated it would be made available at the public hearing on March 20, 2017. An additional note could be added to the ballot.

Warrant Article 10-13: There was a general discussion on each article.

Warrant Article 14: RSA 79-E. There was a discussion between the Town Manager, Board members and Ms. Magnuson on the proposed Warrant Article.

The consensus of the Board was to strike Warrant Article 14 from the 2017 Town ballot. More information and explanations would be compiled for a proposal in 2018.

Warrant Article 15: There was a discussion by the Town Manager, Board members and Mr. Spaulding, Sr. on the proposed Warrant Article and tax deeded property. There was continued discussion by Board and Town Manager concerning the necessary wording and process of the Article. *It was the consensus of the Board to have Town Manager Rieseberg look into appropriate/additional wording.*

Finance Director Brown informed the Board that the Opera House would be available for the Town Deliberative Session. He asked if the BOS would like to move their venue to the Opera House. *It was the consensus of the BOS to change the venue of the Town Deliberative Session (April 4, 2017) to the Opera House. Finance Director Brown would contact the Opera House with the information.*

ACTION ITEM:

Community Transportation

Terri Paige, Transit Director Southwest Community Services; addressed the BOS and explained they were asking for an increase of monies this year and ongoing from the Town of Newport (from \$5,000 to \$10,000) for Newport's share of annual costs to assist with the transportation service for community members. She read aloud a letter from Keith Thibault, Chief Development Officer of Southwest Community Services (SCS). Ms. Paige then explained to the Board members how area communities had met SCS's 2017 requests.

Ms. Paige and the BOS members discussed the unused funds from Newport's donation to Community Alliance in 2016. She requested the 2016 funds (approximately \$3,264) be transferred to SCS for their monetary match for Federal Funding.

Selectman Wilmot made a motion ***to have a public hearing at the next regular BOS meeting (March 20, 2017) to receive the unanticipated funds and to redistribute (to Southwestern Community Services).*** It was seconded by Selectman Fratzel. ***The motion passed 5-0-0.***

There was a discussion on the program by Ms. Paige, Ms. Freeman, Chairman Kessler and Mr. Spaulding, Sr. Ms. Paige reiterated that Newport would be asked for \$10,000 for the transportation program on a 2017 warrant article.

There was further discussion on the proposed Warrant Article. Selectman Wilmot asked the Chair to call for a consensus of the Board on a monetary amount and whether to have a warrant article or place the request within the operating budget.

Chairman Kessler thanked Ms. Paige and Ms. Freeman for attending the meeting and Southwestern Community Services for taking on the much needed transportation services. He asked that additional figures be sent to Town Manager Rieseberg.

Chairman Kessler moved on to the next item on the agenda.

Budget

Town Manager Rieseberg stated that Finance Director Brown had made corrections to the Selectmen's worksheets to correct errors that had been discovered during budget season meetings. The new pages were before the Selectmen. Finance Director Brown explained the upcoming process for the budget. They then went over the new numbers for the Operating Budget.

The BOS and Brown would discuss additional budget information in a non-meeting after the March 6, 2017 meeting.

Proposed cuts by Selectmen were as follows:

Water Department –OT

Hoyt: Proposed cutting 1,000 hours from line item 4332-213. It died for lack of a 2nd.

There was a short discussion on overtime versus (poor) infrastructure.

Hoyt: Clarified that his proposed cuts were off the Manager's Budget.

Highway-OT

Hoyt: *I propose to cut OT \$5,000 from line item 4312-213 (number does not include benefit \$ amount).* It was seconded by Fratzel. There was short discussion. *The motion passed 5-0-0.*

Public Works Garage-OT

Hoyt: *I propose to cut OT in 2 line items to reduce \$3,900 from line item 4311-213.* It was seconded by Wilmot. *The motion passed 5-0-0.*

Fire Department-OT

Hoyt: proposed to cut OT from 480 to 250 hours from line item 4220-213. It died for lack of a second.
Hoyt: proposed to cut Fire Payroll by \$3,500. It died for lack of a second.

EMS-Personnel

Hoyt: *I propose to cut \$2,250 from 4215-223.* Fratzel seconded for discussion. Hoyt amended his motion to: *I propose to reduce 4215-223 by \$900.* Fratzel seconded it. *The motion passed 5-0-0.*

Police Department-OT

Hoyt: *I propose to reduce overtime (100 hours) \$3,700 from line item 4210-220.* Hooper seconded for discussion. *The motion failed 1-4-0 (Fratzel, Kessler, Hooper and Wilmot voted no).*

Recreation Facilities Capital Reserve Fund

After discussion, on a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to add \$10,000 to the Recreation Facilities Capital Reserve Fund Warrant Article. The motion passed 5-0-0.*

The BOS discussed the proposal by Southwestern Community Services for money. After discussion the Board members agreed that they would like the proposal to go before the voters as a Separate Warrant Article. Selectman Fratzel *made a motion to propose \$10,000 to support the transportation program of SCS.* It was seconded by Selectman Hoyt. *The motion passed 4-1-0 (Hoyt voted no).*

Town Manager Rieseberg reviewed his notes on the budget.

Selectman Fratzel made a motion *to approve the preliminary budget for the BAC to go over.* It was seconded by Selectman Wilmot. *The motion passed 5-0-0.*

Election Coverage

It was reiterated that BOS member representatives were not needed at the polls on March 14, 2017.

Reimbursement to Mr. David Kitridge

Chairman Kessler made a motion *that the Town of Newport reimburse Mr. David Kitridge monies not to exceed \$300 for the cost of his septic survey.* It was seconded by Selectman Fratzel. After discussion by the BOS, both in favor and against reimbursement, Chairman Kessler called for a vote. *The motion passed 4-1-0 (Hoyt voted no).* Selectman Hooper asked Town Manager Rieseberg to write a letter to Mr. Kitridge to go along with the check sent to him.

APPOINTMENT(S): Amanda Kraft, Recreation Advisory Council


On a motion by Selectman Wilmot, seconded by Selectman Hooper; *the Board appointed Amanda Kraft as Full Member to the Recreation Advisory Council with term to last until July 2019. The motion passed 5-0-0.*

On a motion by Selectman Fratzel, seconded by Selectman Hoyt; *the Board voted unanimously to adjourn at 9:52 p.m.*

After a short break, the Board members went into a non-meeting.

The next regular meeting of the Board of Selectmen is scheduled for Monday, March 20, 2017 at 6:30 p.m.

Respectfully submitted,



Maura Stetson
Scribe

Approved on: March 20, 2017