

**Town of Newport, New Hampshire**  
**Board of Selectmen**  
**Minutes for Meeting of April 16, 2018**  
**6:30 pm Public Hearings and Regular Business Meeting**  
**Municipal Building**

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**SELECTMEN PRESENT:** Jeffrey Kessler, Chairman; Todd Fratzel, Vice Chairman; John Hooper II, Barry Connell, William Wilmot, Jr.

**STAFF PRESENT:** Hunter Rieseberg, Town Manager; Paul Brown, Finance Director

**COMMUNITY MEMBERS PRESENT:** Andrea Thorpe, Library Director; Charen Urban, Library Trustee

**NCTV:** Louis Cassorla, videographer

**CALL TO ORDER:** Chairman Kessler called the regular meeting of the BOS to order at 6:30 p.m. followed by the Pledge of Allegiance.

**AGENDA REVIEW:** ADD UNDER COMMUNICATIONS: Changing in staffing in Planning and Zoning Department (by Connell)

**PUBLIC HEARINGS:** Chairman Kessler read aloud the Notice of Public Hearing for the April 16, 2018 BOS meeting. "The Town of Newport will hold two public hearings on Monday, April 2, 2018 and Monday, April 16, 2018 at 6:30 p.m. in the Board of Selectmen meeting room, 15 Sunapee Street, Newport, NH 03773 in accordance with RSA 41:14-a, regarding a proposal to purchase approximately .08 acres, identified as Map 116 Lot 047 to be acquired in lieu of an easement for the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup>, and Knoll Streets Infrastructure Project. All meetings will be held in the Board of Selectmen's Meeting Room at the Newport Town Offices, 15 Sunapee Street, Newport, NH, at 6:30 p.m."

Recommendation to Purchase Land in Lieu of an Easement of the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and Knoll Streets Infrastructure Project: Chairman Kessler opened the Public Hearing.

Mr. Spaulding, Sr. stated it was a good idea.

There being no further questions or comments, Chairman Kessler closed the public hearing.

**MINUTES FROM PREVIOUS MEETING (S):** Minutes of April 2, 2018: On a motion by Selectman Wilmot, seconded by Selectman Fratzel; *the Board voted to approve the minutes of the April 2, 2018 BOS meeting as presented. The motion passed 5-0-0.*

**CONSENT AGENDA:** On a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to approve the Consent Agenda of April 16, 2018 as presented. The motion passed 5-0-0.*

**OPEN FORUM:** Chairman Kessler spoke with Mrs. Charen Urban and stated that the ACTION ITEM: Richards Free Library – Waiver of Fees for Use of the Opera House would be moved to the beginning of the ACTION ITEMS.

**COMMUNICATIONS:** Selectman Connell had nothing to share at this time.

Selectman Fratzel had nothing to share at this time.

Selectman Hooper had nothing to share at this time.

Selectman Wilmot had nothing to share at this time

Chairman Kessler informed the Board and public that Southwestern Community Services had sent information explaining the economic impact of Newport's annual donation. He read aloud the figures.

Town Manager Rieseberg told the Board and public the following plans for the Planning and Zoning Department:

- ❖ Effective May 4, 2018 the Planning and Zoning Administrator will be leaving.
- ❖ There will be a transition of staffing in the office
- ❖ The secretarial staff hours will be increased
- ❖ The building inspector's hours will remain the same
- ❖ The Town will contract with the Regional Planning Commission to provide professional planning services: approximately 1 day a week throughout the year
- ❖ The contracted planning individual will work with the Planning Board.

We feel confident it will meet the needs of the department. The majority of the work is zoning and a zoning administrator will be available 1 day a week or by appointment. This approach is being used in New London and Sunapee. We (Newport) will try it for a year and see how it works.

**Chairman Kessler moved one action item to accommodate individuals in attendance.**

**ACTION ITEMS:** Richards Free Library – Waiver of Fees for Use of the Opera House - Library Director Andrea Thorpe addressed the BOS members and stated the library's historical use of the Opera House to hold the Hale Award over its 59 years (60 in 2018). On a motion by Selectman Wilmot, seconded by Selectman Fratzel; ***the Board voted to waive all fees for the Richard's Free Library's use of the Opera House for the Hale Award.*** Town Manager Rieseberg asked for clarification on the fees being waived. He was told all fees. ***The motion passed 5-0-0.***

**INFORMATIONAL:** Review of Town Warrant - Chairman Kessler reminded the public that voting on Town Warrant Articles will be on May 8, 2018. Chairman Kessler then read aloud the Warrant Articles. Chairman Kessler, Finance Director Brown and Town Manager Rieseberg explained them. All questions from the public were answered.

A discussion on the public hearing posting for KENO (on April 23, 2018) was held by Finance Director Brown, Chairman Kessler and Mr. Spaulding, Sr.

**ACTION ITEMS:** Acceptance of Final Newport Community Center Feasibility Study - On a motion by Selectman Fratzel, seconded by Selectman Connell; ***the Board voted to accept the Newport Community Center Feasibility Study prepared by Caitlyn + Petrovick Architects dated April 6, 2018.*** Chairman Kessler stated that the committee members are listed on the website. He called for a vote. ***The motion passed 5-0-0.***

Acceptance of Proposal to Purchase Map 116 Lot 047 in Lieu of an Easement

Chairman Kessler stated the BOS has held two public hearings on the proposal to purchase land on Map 116 Lot 047 in lieu of an easement. He called for a motion.

On a motion by Selectman Fratzel, seconded by Selectman Connell; ***the Board voted to accept the Proposal to purchase Map 116 Lot 047 in Lieu of an Easement. The motion passed 5-0-0.***

Authorize Town Manager Hunter F. Rieseberg to Sign Any and All Documentation to Process the Water System Asset Management Grant: Chairman Kessler asked if this was related to the Warrant Article for Town Meeting 2018 voting. Finance Director Brown explained how it was related to it. He explained why it was being brought to the BOS before Town Meeting.

On a motion by Selectman Wilmot, seconded by Selectman Hooper; ***the Board voted to authorize Town Manager Hunter F. Rieseberg to sign any and all documentation to process the Water System Asset Management Grant.*** Selectman Fratzel asked what would happen if Article 8 did not pass. He was told the motion and authorization would become null and void. ***The motion passed 5-0-0.***

**APPOINTMENTS:** none

On a motion by Selectman Fratzel, seconded by Selectman Hooper; ***the Board voted by roll call vote to enter into non-public session (NPS) pursuant to RSA 91-A:3 II, (c) Reputation of Another at 7:25 p.m. The motion passed 5-0-0.***

See NPS information

The Selectboard exited NPS at 7:43p.m.

There was no action taken.

***The Board voted unanimously to adjourn at 7:43 p.m.***

**The next regular meeting of the Board of Selectmen is scheduled for Monday, May 7, 2018 at 6:30 p.m.**

Respectfully submitted,



Maura Stetson  
Scribe

Approved on: May 7, 2018