

# TOWN OF NEWPORT, NEW HAMPSHIRE

## Board of Selectmen Minutes for Meeting of June 4, 2018 6:30 pm Regular Business Meeting Municipal Building

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

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

**COMMUNITY MEMBERS PRESENT:** Bert Spaulding, Sr.

**NCTV:** Louis Cassorla, videographer

**CALL TO ORDER:** Chairman Kessler called the regular meeting of the BOS to order at 6:31 p.m. followed by the Pledge of Allegiance.

**AGENDA REVIEW:** ADD NPS 91-A:3 II, (d) Real Estate (by Fratzel); move ACTION ITEM Norwich Solar Technologies Power Purchase Agreement (PPA) to NPS (by Rieseberg)

**MINUTES FROM PREVIOUS MEETING(S):** Minutes of May 21, 2018: On a motion by Selectman Wilmot, seconded by Selectman Fratzel; *the Board voted to approve the minutes of the May 21, 2018 BOS meeting with the following correction: page 1 under Consent Agenda, the date should be May 21, 2018. The motion passed 5-0-0.*

NPS Minutes of May 21, 2018: On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted to approve the non-public session (NPS) minutes of the May 21, 2018 BOS meeting with the following correction on page 1, paragraph 2: ... on a motion by Selectman Fratzel, seconded by Selectman...should be Wilmot. The motion passed 5-0-0.*

**CONSENT AGENDA:** On a motion by Selectman Fratzel, seconded by Selectman Hooper; *the Board voted to approve the Consent Agenda of June 4, 2018 as presented. The motion passed 5-0-0.*

**OPEN FORUM:** Mr. Bert Spaulding, Sr. addressed the Board and stated he would like to speak on the Power Purchase Agreement (PPA) with Norwich Solar Technologies. He expressed the possibility that future efficient technology might result in the need of using only part of the land space being leased for Newport's energy needs. Explaining further, he requested that the Selectmen take this into consideration when drawing up a contractual agreement with the company. Chairman Kessler discussed hypothetical concerns with Mr. Spaulding, Sr.

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

Selectman Fratzel had nothing to share at this time.

Selectman Wilmot stated the Newport Initiative met again last Thursday night (May 31, 2018). The group continues to work together. On Saturday, June 9, 2018 Newport's Parlin Field will be having their Open House /Appreciation Day. The original hangar at the airport has been put on the historical register in NH. It is the first historic hangar on the NH register.

Selectman Hooper

- ❖ Congratulated Summercrest; they have some festivities coming up soon.
- ❖ The Richard's Free Library kicks off their summer reading program soon. This year's theme is: "Reading Rocks".
- ❖ The Library Arts Center summer classes are getting ready to start. Selectman Hooper informed the Board and viewing public that there will be scholarships available to students who are unable to afford the classes.

Chairman Kessler stated that June 16, 2018 is Chamber Day on the common. Among activities there will be Cow Patty Bingo and the Brewfest. Chairman Kessler stated that Mr. Howard Dunn, long time member of the Planning Board, will not be renewing his appointment for another term. He requested that Town Manager Rieseberg have a letter drawn up thanking Mr. Dunn for his years of service to the Town of Newport. The BOS members will sign it at their next meeting.

Town Manager Rieseberg had nothing to share at this time.

**INFORMATIONAL:** Board of Selectmen/School District Joint Meeting-June 6, 2018: Chairman Kessler stated that the Newport School District and BOS would be holding a joint meeting June 6, 2018 at 6:30 p.m.

Chairman Kessler listed the following agenda items:

- 1) Collaborating with the Community Center
- 2) Fields agreement (Control and Use Agreement Between the Town of Newport and the Newport School District)
- 3) Community Center/Vocational Building overlap construction times
- 4) CIP
- 5) Finances in the school
- 6) Procedures for the Budget Advisory Committee (BAC)

Review of Updated Budget Advisory Committee (BAC) Procedures: Chairman Kessler addressed Mr. Spaulding, Sr. and asked for his input on the BAC. Mr. Spaulding, Sr. stated he hoped the BOS would adopt the revised procedures.

Finance Director Brown addressed Chairman Kessler and pointed out an addition to the BAC Procedures document. On page one, under B. Organization: there is a proposed addition. ***"Add: the BOS and NSD will present their budget calendar to the BAC within 6 months of their annual meeting and the BAC will receive the School budget on November 1<sup>st</sup> and the Town budget on February 1<sup>st</sup>."***

Finance Director Brown stated it will require a substantial change for the Town budget. There was a general discussion on the proposed change.

Mr. Spaulding, Sr. was acknowledged. He read aloud the Introduction paragraph of the BAC Procedures to the BOS and viewing public.

Federal Opportunity Zones: Town Manager Rieseberg paraphrased from a letter from the Department of Business and Economic Affairs. It is a funding, investment program which will assist owners in investing in their businesses. Town Manager Rieseberg will relay more information on the program as he receives it. Chairman asked, for clarification, if the entire Town of Newport was within this Federal Opportunity Zone. He was told yes. There was a general discussion on educating the public on the program.

Review of April Financial Report: Finance Director Brown answered all questions that the Board members had on the Financial Report. He made note of a typographical error under General Fund, LIBRARY. The Actual is stated as \$30,389. The corrected amount is **\$300,389**.

There was a general discussion on finances concerning the 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup>, 4<sup>th</sup> and Knoll Street Project.

Community Center Update: Chairman Kessler stated that the Town was now moving forward to the Design/Build Phase. It will be in preparation of a bond to go to the voters at a future Town meeting. Chairman Kessler requested regular updates on its progress. The BOS discussed the following:

- RFQ was in-house now. Will be going out on Friday, June 8, 2018 to the public and to firms interested in the proposal.
- Collaboration with Recreational Department and Little League to move their playing fields.
- Expanded membership of the current Community Center Committee.

Mr. Spaulding, Sr. expressed thoughts on original construction and future renovations of the Community Center.

Summer Schedule for Infrastructure Work: Town Manager Rieseberg listed the summer infrastructure work that was scheduled under the purview of the Public Works Department. He also listed the work that was scheduled to be done (inside and out) to the Opera House.

The flower pots along Main Street were an addition and will be cared for by the Garden Club members.

Selectman Fratzel addressed Town Manager Rieseberg and stated that there had been a large truck and trailer on the Common during the Farmer's Market. He asked, for clarification, if there had previously been a lengthy discussion and understanding with Farmer Market representatives that there would not be anything of that nature on the Common. He asked Town Manager Rieseberg to look into it.

Selectman Hooper addressed Town Manager Rieseberg and stated that the North Newport Cemetery's sign was in disrepair. Town Manager Rieseberg stated it was his understanding that the sign would be replaced this year. He would follow up on the concern.

Town Manager Rieseberg stated that the interior and exterior of the Fire House had been painted. He explained the reconstruction done to the interior of the building. An exhaust system would be installed in the summer of 2018.

Chairman Kessler addressed the Board and explained the new air pacs the fire department had received. He believed firefighters would be attending a BOS meeting to demonstrate them.

**ACTION ITEMS:** Adoption and Approval of Operational Guidelines for the Board of Selectmen: On a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to approve and adopt the Operational Guidelines for the Board of Selectmen. The motion passed 5-0-0.*

All Board members signed the Operational Guidelines for the Board of Selectmen at the June 4, 2018 meeting.

**APPOINTMENTS:** Reappointments of the general public will be done at the June 18, 2018 BOS meeting.

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 and RSA 91-A:3 II, (d) Real Estate at 7:21 p.m. The motion passed 5-0-0.*

See NPS information

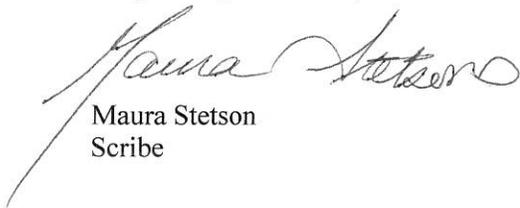
*The Board voted unanimously to exit Non-Public Session at 7:46 p.m.*

On a motion by Selectman Hooper, seconded by Selectman Connell; *the Board voted in favor of denying a tax exemption for Mountain View Animal Shelter, Inc. The motion passed 5-0-0.*

On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted unanimously to adjourn at 7:48 p.m.*

**The next regular meeting of the Board of Selectmen is scheduled for Monday, June 18, 2018 at 6:30 p.m.**

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Maura Stetson". The signature is written in dark ink and is positioned to the left of the printed name and title.

Maura Stetson  
Scribe

Approved on: June 18, 2018