

**TOWN OF NEWPORT, NEW HAMPSHIRE**  
**Board of Selectmen**  
**Minutes for Meeting of July 15, 2019 6:30 pm**  
**Public Hearing and Regular Business Meeting, Municipal Building**  
**15 Sunapee Street, Newport, NH 03773**

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

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

**COMMUNITY MEMBERS PRESENT:** Bert Spaulding, Sr.; Dick Wentzell, Christy Whipple and Dr. Brendan Minnihan, Interim School Superintendent

**NCTV:** Louis Cassorla

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

**AGENDA REVIEW:** Move introduction of the school superintendent to after the Public Hearing and move Action Item: Waiver of Opera House Fees-Montessori School *Holiday Concert* to after Public Hearing (Kessler).

**PUBLIC HEARING: Community Development Block Grant Application - 2019 CDBG Wastewater Treatment Station Upgrade- Public Hearing:** Chairman Kessler read the public hearing notice into the record: The Town of Newport will hold two consecutive public hearings on **Monday, July 15, 2019, at 6:30 PM at the Newport Town Offices, 15 Sunapee Street, Newport, New Hampshire**, to hear public comment on proposed Community Development Block Grant (CDBG) applications to the NH Community Development Finance Authority (CDFA) and related planning documents. Up to \$500,000 annually is available to communities or counties on a competitive basis for housing, public facilities, economic development and emergency activities that directly benefit low and moderate income persons. Up to \$12,000 is available for feasibility study grants. The proposal to be heard includes:

- 1 A proposed community grant application for up to \$500,000 in CDBG funds for wastewater treatment facility upgrade, design, construction and related costs.
- 2 Adoption of the Town of Newport Anti-displacement and Relocation Plan for the project.

Chairman Kessler opened Public Hearing One: He read a prepared statement: The purpose of the public hearings required for CDBG funding is to solicit the view of citizens on community development; furnish the citizens with information concerning the amount of funds available and the range of community development activities which may be undertaken under the Community Development Act. The proposal to be considered by the Board of Selectmen is a CDBG grant application for up to \$500,000 for wastewater treatment facility upgrade design construction and related costs.

There were no comments or questions from the Board or public in attendance.

Chairman Kessler closed Public Hearing One.

Selectman Fratzel made a motion *to support submission of a CDGB application for up to \$500,000 for wastewater treatment facility upgrade design construction and related costs and to authorize Town Manager Hunter F. Rieseberg to sign, submit and execute any documents that may be necessary to effectuate the CDBG application and contract.* It was seconded by Selectman Hooper. *The motion passed 5-0-0.*

Public Hearing Two – Anti-Displacement and Relocation Plan: Chairman Kessler read aloud a prepared statement: If any displacement takes place as a result of this project, the Uniform Relocation Act must be followed, which requires that any displaced household or business in a project using any federal funds must be found comparable housing in a comparable neighborhood at a comparable price. There will be no displacement as a result of this project. Under the certification section of the application, the Town will certify that the Residential Anti-displacement & Relocation (RARA) plan is in place, and in the event that it is discovered that this specific project does displace persons or households, a displacement implementation plan must be submitted to CDFA prior to obligating or expending funds.

There were no comments or questions from the Board or public in attendance.

Chairman Kessler closed the Public Hearing.

Selectman Fratzel made a motion *to adopt the Anti-displacement and Relocation Assistance Plan for this project.* It was seconded by Selectman Wilmot. *The motion passed 5-0-0.*

Chairman Kessler introduced Dr. Brendan Minnihan, Interim School Superintendent. Dr. Minnihan had been invited to the BOS meeting for a “meet and greet”. Dr. Minnihan addressed the Board and stated he would come to the BOS periodically to discuss things happening in the school. He gave a short synopsis of his background and stated he was looking forward to his year in Newport School District. He spoke highly of the CTE building and the educational potential it held for students. He thanked the BOS for the support they gave the school.

Dr. Minnihan concluded with, “Towns are strong because Schools are strong, and Schools are strong because Towns are strong.”

The Board members wished him well.

Mr. Spaulding, Sr. addressed the Chairman and asked him about open forum time limits. There was a short interchange between Chairman Kessler and Mr. Spaulding, Sr.

Mr. Spaulding, Sr. then addressed Dr. Minnihan with concerns in the school district and their Board. The two would meet at a future date to discuss the concerns.

Chairman Kessler addressed Dr. Minnihan and explained that the BOS and school board held a joint meeting during the summer. The Boards discussed items they collaborated on such as maintenance of fields and grounds as well as BOS budget expectations, etc.

Chairman Kessler thanked Dr. Minnihan for attending the meeting. Dr. Minnihan thanked the Board and stated he would be attending other meetings in the future.

**ACTION ITEM:** Waiver of Opera House Fees-Montessori School Holiday Concert: Mrs. Whipple addressed the BOS and asked if they would waive the Opera House rental fee for the Montessori School

for their school's annual Winter Holiday Concert. The event is free and open to the public. The school has 85 students that perform and they have had audiences of "standing room only" for the past two years in the Opera House. Mrs. Whipple told the Board members that the Montessori School did pay the rental fee for their annual May fund raising event, "Bids for Kids" auction. She asked for questions from the Board. There were no questions from the Board.

On a motion by Selectman Wilmot, seconded by Selectman Connell; *the Board voted to waive the fees for the Montessori School's Winter Holiday Concert.*

Selectman Hooper stated the Montessori School doing an event at the Opera House was always good; a packed house of individuals (some living outside of Newport) is always a good thing.

Chairman Kessler called for a vote. *The motion passed 4-0-1 (Fratzel abstained).*

**MINUTES FROM PREVIOUS MEETING(S):** Minutes of June 17, 2019: On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted to approve the BOS minutes of the June 17, 2019 meeting as presented. The motion passed 3-0-2 (Hooper and Wilmot abstained).*

NPS Minutes of June 17, 2019: On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted to approve the NPS minutes of the June 17, 2019 BOS meeting as presented. The motion passed 3-0-2 (Wilmot and Hooper abstained).*

**CONSENT AGENDA:** On a motion by Selectman Wilmot, seconded by Selectman Hooper; *the Board voted to approve the Consent Agenda of July 15, 2019 as presented. The motion passed 5-0-0.*

**OPEN FORUM:** Mr. Wentzell addressed the Board and told them of items he had been involved in in Concord over the last nineteen years. He stated the importance of obeying the constitutions of New Hampshire and the United States.

He then addressed the Board and asked if they had looked into the Newport Town Assessor. There was a discussion between the BOS and Mr. Wentzell on his complaints. Mr. Wentzell stated he had been addressing the Board at several meetings and had not received answers to his questions. He asked when he would get answers to his questions. Chairman Kessler told Mr. Wentzell that they could not give him answers at the July 15, 2019 meeting.

Mr. Spaulding, Sr. asked if Mr. George Hildum was a contractor or a Town employee. He was told Mr. Hildum provided contracted services. Mr. Spaulding, Sr. said the IRS separates contractors from personnel. Explaining, he stated that the BOS should answer Mr. Wentzell's questions.

Mr. Spaulding, Sr. spoke in favor of Mr. Hildum's services as a contractor. He reiterated that the BOS should answer Mr. Wentzell's questions.

Mr. Spaulding, Sr. asked Town Manager Rieseberg if Mr. Wentzell had documents from the Town that answers all the questions he has raised. He was told yes.

Mr. Spaulding, Sr. asked further questions concerning Mr. Hildum's position. All questions were answered.

Town Manager Rieseberg stated he had asked Finance Director Brown to contact surrounding communities and ask what their assessment costs were (others were higher). They checked the market without going through the bidding process.

Chairman Kessler addressed Town Manager Rieseberg and asked that he contact managers in surrounding communities and ask what their assessing costs were. Finance Director Brown informed the Board that he had sought verbal information from assessors as to their professional rates. He did not have any written record.

After further discussion and explanations, the BOS moved on to the next agenda item.

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

Selectman Fratzel stated Newport had a “block party” Friday night sponsored by the Chamber of Commerce. It was very good; it was nice to see a new event (happening) in Town. The Chamber is doing some good things; it is good to see it happening.

Selectman Hooper:

- Concurred with Selectman Fratzel, it was good to see the Chamber of Commerce sponsoring the “block party” event. Someone had called him and complained about all the traffic in Town on Friday night.
- The concerts on the Common have been great.
- This Thursday, July 18<sup>th</sup>; 7 pm at the Library Art Center jazz pianist Mr. Tim Kelly will perform concert to benefit the Corbin Covered Bridge Festival.

Selectman Wilmot had nothing to share at this time.

Chairman Kessler had nothing to share at this time.

Town Manager Rieseberg had nothing to share at this time.

**INFORMATIONAL:** Construction Project Updates: Town Manager Rieseberg gave the following updates:

- ❖ Construction of Oak Street Bridge is ahead of schedule/ even on schedule
- ❖ Main Street sidewalk reconstruction is a little behind schedule but catching up quickly. Contractor expects to be finished with the sidewalks near the Village Pizza by Friday July 18, 2019. They will move north and work on sidewalks on Park Street and North Main Street between Sugar River Bank and the Yoshi gas station (Oak Street). That work is projected to be finished by the end of August 2019.
- ❖ First, Second, Third and Fourth Streets are in good shape.
- ❖ Paving will begin this week on East Mt. Road and Schoolhouse Road (July 15-July 19).
- ❖ Painting of crosswalks will begin this week (July 15-July 19) and continue for a couple of weeks.
- ❖ Opera House work will commence in August. The following will be done in 2019: the restoration of the clock tower, the face of the clock and painting, making sure the clock is working, exploring having the bell chime work, painting the trim, reinstall the half round stain glass windows in the building.
- ❖ Opera House. The following work will be done in 2020: Finishing the floors, internal carpentry, repairs to doors and windows, drainage work around the building.

A \$500,000 grant was applied for for the work to be done at the Opera House.

A \$126,000 grant was also applied for for an emergency generator at Riverbend pump station.

Other grants are being pursued.

#### Personnel Updates

1. Mr. Todd Cartier (Water Superintendent) is now also the interim Public Works Director.
2. Mr. David McCrillis is currently the interim Fire Chief. The Town will be conducting a formal search for a Fire Chief in the near future.

Town Manager Rieseberg also gave information on the following: Bid for an ambulance replacement; The sidewalk plow; The new Public Works truck.

Plodzik & Sanderson, PA Audit Agreement: The annual agreement with Plodzik & Sanderson, PA was discussed. The agreement needed the signature of a Board of Selectmen member. As a professional service it was not put out to bid. Town Manager Rieseberg explained the reasons.

Selectman Fratzel made a motion *to authorize the Chairman of the Board of Selectmen, Jeff Kessler and Town Manager Hunter F. Rieseberg to sign the agreement with Plodzik & Sanderson, PA dated June 21, 2019.* It was seconded by Selectman Wilmot. *The motion passed 4-0-1 (Kessler abstained).*

State Budget: Chairman Jeff Kessler read aloud the letter dated July 9, 2019 into the record. Chairman Kessler volunteered to attend the informational session on Friday, July 19, 2019 at 10 am at the Sweeney Auditorium at the New Hampshire Technical Institute in Concord, NH.

**ACTION ITEMS:** Designate Town Manager Hunter F. Rieseberg as Authorized Representative to Sign Clean Water SRF Loan Documents Related to the WWTP Upgrade: Selectman Fratzel made a motion *to designate Town Manager Hunter F. Rieseberg as authorized representative to sign Clean Water SRF Loan Documents Related to the WWTP Upgrade.* It was seconded by Selectman Connell. *The motion passed 5-0-0.*

Community Center Committee-Cindy Gallagher: Selectman Fratzel made a motion *that the Board accept Cindy Gallagher's resignation from the Community Center Committee.* It was seconded by Selectman Hooper. *The motion passed 5-0-0.*

**APPOINTMENTS:** N.H. Division of Historical Resources Grant Manager: Town Manager Rieseberg stated that this appointment was a requirement of the State of New Hampshire. He gave the example of the grant Ms. Emerson had been awarded (for the Town) for two interpretive signs. The NHDHR needed someone appointed by the BOS to be the official liaison for the Town.

On a motion by Selectman Hooper, seconded by Selectman Wilmot; *the Board voted to appoint Ms. Liz Emerson as the N.H. Division of Historical Resources Grant Manager. The motion passed 5-0-0.*

On a motion by Selectman Fratzel, seconded by Selectman Hooper; *the Board voted to appoint Dr. Russell Medbery to the Community Center Committee as the School Board Representative. The motion passed 5-0-0.*

On a motion by Selectman Wilmot, seconded by Selectman Hooper; *the Board voted to appoint Dr. Russell Medbery as a full board member of the Rec Advisory Council for a length of 3 years, with his term to expire in June of 2022. The motion passed 5-0-0.*

Chairman Kessler informed the BOS members that they needed to designate and authorize Town Manager Rieseberg. There was a document in the red folder to sign.

On a motion by Selectman Fratzel, seconded by Selectman Connell; *the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (a) Personnel at 8:17 p.m. The motion passed 5-0-0.*

The Board exited NPS at 9:56 pm.

No action was taken.

*The Board voted unanimously to adjourn at 9:56 p.m.*

Respectfully submitted,



Maura Stetson  
Scribe

**The next regular meeting of the Board of Selectmen is scheduled for August 5, 2019 at 6:30 p.m.**

Approved on: August 5, 2019