

TOWN OF NEWPORT, NEW HAMPSHIRE
Board of Selectmen
Minutes for Meeting of March 2, 2020 6:30 pm
Public Hearing and Regular Business Meeting, Municipal Building
15 Sunapee Street, Newport, NH 03773

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

SELECTMAN ABSENT: Barry Connell

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

COMMUNITY MEMBERS PRESENT: Bert Spaulding, Sr.; Virginia Irwin, Board member NCTV, Jenna Darling, Lisa Ferrigno

NCTV: John Lunn, Jeffery White

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: Accepted as presented.

MINUTES FROM PREVIOUS MEETING(S): February 10, 2020 - On a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to approve the minutes of the February 10, 2020 BOS meeting as presented. The motion passed 4-0-0.*

NPS February 10, 2020 - On a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to approve the NPS minutes of the February 10, 2020 BOS meeting as presented. The motion passed 4-0-0.*

February 13, 2020 - On a motion by Selectman Fratzel, seconded by Selectman Hooper; *the Board voted to approve the minutes of the February 13, 2020 BOS meeting as presented. The motion passed 4-0-0.*

February 17, 2020 - On a motion by Selectman Fratzel, seconded by Selectman Wilmot; *the Board voted to approve the minutes of the February 17, 2020 BOS meeting as presented. The motion passed 4-0-0.*

CONSENT AGENDA: On a motion by Selectman Fratzel, seconded by Selectman Hooper; *the Board voted to approve the Consent Agenda of the March 2, 2020 BOS meeting as presented. The motion passed 4-0-0.*

OPEN FORUM: Mrs. Maura Stetson, President of the Newport Service Organization, thanked all the volunteers that made the repainting of the Newport Thrift Shoppe possible: LaValley's Building Supply, Sturm Ruger, the Newport Firefighters Association, Newport EMS and NSO volunteers.

Mrs. Virginia Irwin, Mrs. Lisa Ferrigno and Mr. Bert Spaulding, Sr. spoke about the school board, Newport school system and the need for the Town and School to collaborate in order to improve communications and relationships between the Boards and townspeople.

School Budget Process: Chairman Kessler moved agenda item School Budget Process up to this portion of the meeting and the BOS and School representatives discussed the improvements and shortfalls on the school side of budget season as well as the annual tax rate by the school.

Chairman Kessler stated that on Wednesday, March 4, 2020 at 6 pm Superintendent Minnihan would speak at the Sunshine Initiative.

COMMUNICATIONS: Selectman Wilmot had nothing to share at this time.

Selectman Hooper stated:

- ❖ Thursday, March 5, 2020 the Library Arts Center would be hosting a jazz night.
- ❖ That Library Director Andrea Thorpe would be retiring this year.
- ❖ There would be a Marksmen League starting on Wednesday nights for individuals 18 years and older.

Selectman Fratzel had nothing to share at this time.

Chairman Kessler informed the public that School Voting would be held on March 10, 2020 in the Opera House from 8 am to 7 pm.

Town Manager Rieseberg stated that both Police Chief Brent Wilmot and Fire Chief Steven Yannuzzi had been sworn in at a ceremony held at the Library Arts Center.

INFORMATIONAL: NCTV- Strategic Plan, Budget and Management Agreement Renewal - Mr. John Lunn and Mrs. Virginia Irwin gave a lengthy overview of NCTV's Strategic Plan and 2019 & 2020 Budgets. The NCTV representatives, Board members and the Town Manager briefly discussed the agreement renewal between the Town and NCTV. The Town Manager and Board voiced concerns on renewing an agreement with NCTV. The NCTV- Strategic Plan, Budget and Management Agreement Renewal agenda item was slated to be put on the March 16, 2020 agenda.

Brownsfield Assessment Program - Selectman Wilmot explained the Brownsfield Assessment Program to the Board and public. Additional information on the program can be acquired by contacting Victoria Davis at the Upper Valley Lake Sunapee Regional Planning Commission.

Budget Review as Necessary - The Board left the managers request as was presented.

CHANGE: Police Department Vehicle maintenance typographical error; Public Works Department cut time for temporary secretary

ADDED: \$3,600: For Library to be open on Wednesday night; \$35,000: 2nd year of payments (lease) on new sidewalk tractor; \$6,000: Public Works Building Maintenance (renovating two PWD bathrooms)

Building Projects: \$22,500: Capital Reserve funds for District Court roof

DECREASE: \$6,000: General Government/Buildings; decrease building maintenance line item

Special Articles: Withdrawal from Capital Reserve (the \$22,500 for court roof)

Water/Sewer Fund: \$81,000-\$63,900: Well Study in North Newport; \$355,000: Cost of Production Well (including licensing, etc.)

Capital Projects: Finance Director Brown was asked what the original General Fund amount was. He stated \$8,201,725. The newly proposed amount was: \$8,226,716. He explained the changes and additions to the Fund, stating it is five cents higher than Town Manager Rieseberg's proposed budget amount. The Board and Finance Director Brown gave the proposed tax impact.

Selectman Fratzel asked if Finance Director Brown would like the budget finalized at the March 2, 2020 meeting. Finance Director Brown concurred with him and gave the following timeline:

1. Town Budget will be reviewed by the Budget Advisory Committee on Wednesday, March 4, 2020.
2. The budget will return to the BOS for Public Hearing on March 16, 2020.
3. After the Public Hearing the BOS will make their final approval on the budget.

Finance Director Brown asked for conditional approval of the 2020-2021 fiscal year budget general fund.

Selectman Wilmot asked about the \$1,000 for the Bridge monitoring for the two railroad covered bridges. The item had been put in the "corral" for discussion by the Board. Town Manager Rieseberg stated the Town has applied for a state grant to reapply the fire retardant to both bridges. There was a discussion on keeping the line item in.

Selectman Fratzel made a motion ***for a conditional approval on the General Fund of \$8,226,716; contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Wilmot. ***The motion passed 4-0-0.***

Chairman Kessler called for a motion on the Water Fund. Selectman Fratzel made a motion ***for a conditional approval on the Water Fund of \$891,727; contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Wilmot. ***The motion passed 4-0-0.***

Selectman Fratzel made a motion ***for a conditional approval on the Sewer Fund of \$ 959,246; contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Hooper. ***The motion passed 4-0-0.***

Selectman Fratzel made a motion ***for a conditional approval on the Airport Fund of \$144,977; contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Wilmot. ***The motion passed 4-0-0.***

Selectman Fratzel made a motion ***for a conditional approval on the Operating Budget of \$10,222,666; contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Hooper. ***The motion passed 4-0-0.***

Selectman Fratzel made a motion ***for a conditional approval on the Default Budget of \$9,890,939 which includes the General Fund of \$7,863,821, Water Fund of \$921,197, Sewer Fund of \$967,879 and Airport Fund of \$143,391. The Default Budget will be contingent on any changes at the March 16, 2020 Public Hearing.*** It was seconded by Selectman Hooper ***The motion passed 4-0-0.***

Warrant Articles: Selectman Fratzel made a motion ***to approve the warrant article for the Reevaluation Capital Reserve at \$50,000.*** It was seconded by Selectman Wilmot. ***The motion passed 4-0-0.***

Selectman Fratzel made a motion ***to approve the warrant article for the District Court Capital Reserve to withdrawal \$22,500.*** It was seconded by Selectman Wilmot. In discussion, it was explained that the BOS needed permission to withdrawal from the Capital Reserve Fund. There was no tax impact on the Warrant Article. ***The motion passed 4-0-0.***

Selectman Wilmot made a motion *to approve the warrant article for the Emergency Communications Capital Reserve at \$5,000.* It was seconded by Selectman Fratzel. *The motion passed 4-0-0.*

Selectman Fratzel made a motion *to approve the warrant article for the Recreation Facility Capital Reserve at \$10,000.* It was for maintenance of existing structures. It was seconded by Selectman Hooper. *The motion passed 4-0-0.*

Selectman Wilmot made a motion *to approve the warrant article for the Ambulance Capital Reserve at \$60,000 for ambulance replacement.* It was seconded by Selectman Hooper. *The motion passed 4-0-0.*

Selectman Fratzel made a motion *to approve the warrant article for the proposed Community Center funding. Funding would be \$3,500,000 in Bonds and \$3,000,000 in donations.* It was the same warrant article as last year. It was seconded by Selectman Wilmot. *The motion passed 4-0-0.*

Chairman Kessler called for a motion *to approve the warrant article for the Water & Sewer Capital Reserves Fund for replacement of the water meters at \$501,500.* There was a discussion on the proposed warrant article. There was no motion. The proposed article was passed over.

Selectman Fratzel made a motion *to approve the warrant article for the Water Main Engineering study of Unity Road piping (failsafe improvements) for \$100,000.* It was seconded by Selectman Wilmot. *The motion passed 4-0-0.*

Chairman Kessler called for a motion *to approve the warrant article for the Water Pump Station Design to install the twelve inch production well with the pump house; securing the proper easements and lands for ground water maintenance, environmental maintenance, licensing, permits and engineering of road into it for \$215,000.* There was a discussion on the warrant article and time sensitive aspects of the work. There was no motion. The proposed article was passed over.

Finance Director Brown stated the warrant article for the Sewer portion for replacement of the water meters had already been passed over by the BOS.

There was discussion on the warrant article on the Water Main Engineering study and how the BOS would like it posted. The Board concurred that it would be posted as a special article on the ballot.

Finance Director Brown reiterated the BOS budget timeline:

- 1 Town Budget will be reviewed by the Budget Advisory Committee on Wednesday, March 4, 2020.
- 2 The budget will return to the BOS for Public Hearing on March 16, 2020.
- 3 After the Public Hearing the BOS will make their final approval on the budget.

The proposed Community Center would require 60% approval to pass.
The Water Main Study would need a simple majority.

ACTION ITEMS: none

APPOINTMENTS: none

On a motion by Selectman Fratzel, seconded by Selectman Wilmot; ***the Board voted by roll call vote to enter into NPS pursuant to RSA 91-A:3 II (c) Reputation and RSA 91-A:3 II (a) Compensation at 8:58 p.m. The motion passed 4-0-0.***

Present were Selectboard members Jeffrey Kessler, John Hooper, Bill Wilmot and Todd Fratzel. Town Manager Hunter Rieseberg was also in attendance.

On a motion by Selectman Fratzel, seconded by Selectman Wilmot with all in favor, ***the Selectboard exited NPS at 9:36 pm.***

Selectman Todd Fratzel moved ***to amend the proposed Town budget to reflect a 6% increase in the Town Manager's current salary, along with related benefit costs effective July 1, 2020.*** The motion was seconded by Selectman Wilmot. ***The motion passed unanimously.***

Selectman Hooper moved to adjourn the meeting. The motion was seconded by Selectman Wilmot. ***The Board voted unanimously to adjourn at 9:37 pm.***

Respectfully submitted,



Maura Stetson, Scribe

The next regular meeting of the Board of Selectmen is scheduled for March 16, 2020 at 6:30 p.m.

Approved on: March 16, 2020