

**TOWN OF NEWPORT, NEW HAMPSHIRE**  
**Board of Selectmen - Minutes for Meeting of May 3, 2021 6:30 pm**  
**Regular Business Meeting - Municipal Building, 15 Sunapee Street, Newport, NH 03773**  
**Remote Access: Zoom.com - Meeting ID: 831 9536 1060 Passcode: 393679**  
**+1 (253) 215-8782 US (audio only, long-distance fees may apply)**

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**SELECTMEN PRESENT:** *BOS Room:* Jeffrey Kessler, Chairman; Todd Fratzel, Vice Chairman; Barry Connell, Herbert Tellor, Jr.; John Hooper, II

**SELECTMEN ABSENT:** none

**STAFF PRESENT:** *BOS Room:* Hunter F. Rieseberg, Town Manager; Paul J. Brown, Finance Director;  
*via Zoom:* Christine Benner, Newport Economic Development Coordinator; Liselle Dufour, Town Clerk

**COMMUNITY MEMBERS PRESENT:** *BOS Room:* Martha Lovely, Peter J. Lovely *via Zoom:* Kate Luppold, Executive Director Library Arts Center (LAC); Virginia O'Brien Irwin, Town Moderator

**NCTV:** John Lunn, Executive Director NCTV

**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:** ADD: Action Item: Vote on Corbin Covered Bridge Roof (Kessler); MOVE: Dedication of Town Report to later in the meeting (Rieseberg)

**DEDICATION OF TOWN REPORT:** moved

**MINUTES FROM PREVIOUS MEETING(S):** April 19, 2021 - On a motion by Selectman Connell, seconded by Selectman Fratzel; *the Board voted to approve the minutes of the April 19, 2021 BOS meeting as presented. The motion passed 4-0-0.*

NPS April 19, 2021 - On a motion by Selectman Tellor, seconded by Selectman Fratzel; *the Board voted to approve the nonpublic session minutes of the April 19, 2021 BOS meeting as presented. The motion passed 4-0-0.*

**CONSENT AGENDA:** On a motion by Selectman Fratzel, seconded by Selectman Tellor; *the Board voted to approve the Consent Agenda of the May 3, 2021 BOS meeting as presented. The motion passed 4-0-0.*

**OPEN FORUM:** none

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

Selectman Connell had nothing to share at this time.

Selectman Fratzel had nothing to share at this time.

Chairman Kessler stated the May 3, 2021 BOS meeting was Selectman Fratzel's last one. He thanked Selectman Fratzel for his nine years of service to Newport as Selectman.

Town Manager Rieseberg gave a synopsis of the Residential Junk Yard Initiative Days. It was an overwhelming success. The Town collected more than the waste stream system (Processing Facility) could process. Therefore, the Town had to curtail their collection early.

- ❖ 50+ tons of waste was collected, including a large number of tires
- ❖ At one point the line of vehicles (150+) waiting to use the service stretched down Route 10 to the airport (1/4 mile).
- ❖ People who were spoken to while in line waiting, were appreciative of the Town undertaking the initiative
- ❖ No one in line was turned away
- ❖ Learned about the need in the community

Town Manager Rieseberg thanked members of the Public Works Department and the Police Department for their assistance.

*Selectman Hooper joined the meeting in the BOS room at 6:37 p.m.*

Selectman Hooper had nothing to share at this time.

**INFORMATIONAL:** Update on Voting May 11, 2021-Town Moderator and Town Clerk - Mrs. Liselle Dufort addressed the BOS and gave the following information:

- 1) Voting will be at the Towle School in the gym
- 2) Date is May 11, 2021; time is from 8 am to 7 pm
- 3) There won't be separate doors or voting areas for masked/unmasked individuals
  - a) They will not be policing for masks (not required, encouraged)
  - b) Not requiring but encouraging social distancing
  - c) PPE will be available to all voters and workers
  - d) Disposable pens will be available
- 4) Check-in will be through two (2) ballot clerks
- 5) If there are ADA needs; a ramp and lift will be available; handicapped parking will be located within the fenced in area
- 6) Ballots are one page, front and back
- 7) A picture identification will be needed

Town Moderator Irwin said that staff was told they could opt out from working due to the absence of Covid19 mitigation. Absentee ballot usage was encouraged for voters who did not want to vote in person. Continuing, she reiterated items Mrs. Dufort had stated and explained what needed to be done by the election officials prior to Election Day.

Review of Warrant Articles - Chairman Kessler read aloud and explained the 17 Warrant Articles that will be on the May 11, 2021 ballot. He stated that if all Warrant Articles passed, the tax impact will be \$.10 less than last year's tax rate. The Selectboard stated the budget and road work Warrant Articles were critical for the voters to pass. When asked about Warrant Article 4, the recommendation was to vote yes or no to assess the "sense of the meeting (voters' belief)".

Revision of Child Care Feasibility Study (continued)-Christine Benner - Ms. Christine Benner addressed the BOS and stated she had changed the wording on the feasibility study.

- ❖ Going forward, any potential entity using the building would go through RFP.
- ❖ The feasibility study will just be to determine the use of the building. If it is not appropriate, it will not proceed further.

She stressed the project would not be limited to participation by any one particular entity.

There were no questions from the Selectboard; they said the revisions looked good. No motion was necessary for the agenda item.

*Agenda Item taken out of order:*

Library Arts Center (LAC)-Kate Luppold, Sunapee Region Arts Atlas Introduction - Mrs. Kate Luppold addressed the Board of Selectman and gave a PowerPoint presentation on the Sunapee Region Arts Atlas that the LAC and neighboring towns have been working on (for full presentation and discussion go to: [www.nctv-nh.org](http://www.nctv-nh.org) BOS May 3, 2021). Mrs. Luppold said that the total project cost \$30,000. A grant was awarded from Sullivan County; local Chambers of Commerce and others had donated money for the project. It will have an interactive website: [www.sunapeeartsatlas.org](http://www.sunapeeartsatlas.org) that will be launched in the late fall 2021. Mrs. Luppold repeated it was Building Community through the Arts. When asked, Ms. Benner stated she was planning to assist in any way she could; it was a wonderful project. Chairman Kessler invited Mrs. Luppold back to future BOS meetings to give updates on the Arts Atlas.

**DEDICATION OF TOWN REPORT:** Chairman Kessler addressed Mrs. Lovely and stated that the 2020 Town Report had been dedicated to her late husband, Peter R. Lovely, Sr. He was missed; Peter was a great asset to the Town. Grandson Gavin Lovely had written the dedication. It was an honor to have it dedicated to Peter and to present the first Town Report to her. Mrs. Lovely thanked Chairman Kessler and the Board for the honor.

Conservation Report Town Common Trees - Town Manager Rieseberg stated that the Conservation Commission members had been working on a tree management plan for the Town Common trees. He acknowledged Selectman Connell to elaborate. Selectman Connell, BOS Representative to the Conservation Commission, gave a synopsis of the management project. Through the work of Conservation Commissioners Ken and Linda Dennis, Mr. Gwyn Gallagher had been contacted. Mr. Gallagher had inspected the trees and written a proposal for the Commission and Town. Selectman Connell stated that due to liability and work schedules, the Town would be paying to have the professional Gallagher Tree Service:

- Remove (cut) 5 trees
- Prune 30 trees
- Cable 2 trees

In general, the arborer (Gwyn Gallagher) and his company would do all necessary maintenance of the 40 trees as listed in the Board members packets: a cost of \$9,750. The Conservation Commission will pay for tree root zone injections from their funds: a cost of \$2,445.

Selectman Connell said that the Commission has been planning the project for a long time. They have had many long discussions on the maintenance and beautification of the Town Common. The Commission doesn't just meet; it is a working group that is doing conservation business for the Town. This is an example of an annual commitment by the Conservation Commission members. The Conservation Commission deals with the environment and keeping it to the standards Newport wants. Town Manager Rieseberg stated they were very supportive of the tree management project. He stressed the importance of the trees and having the right (qualified) person care for them. It will be a monetary investment (in the trees) now for a return in the future. He suggested the Town pay for an annual visit by the arborist. The Selectboard agreed with his assessment. Selectman Connell stated Mr. Gallagher offered suggestions for replacement trees. Chairman Kessler asked if action was needed by the Selectboard. Selectman Fratzel stated the Town and Commission might want to cut fewer trees at one time. He agreed with the pruning and root injections; he was thinking of the townspeople's reaction to having so many (5) trees removed at once. The Common and Opera House were the Towns' "jewels". Town Manager Rieseberg stated that from a financial perspective, that might be best for the Town. The Town would work with the Conservation Commission and arborist to develop a schedule for the removal and replacement of trees.

Upper Valley Lake Sunapee Regional Planning Commission (UVLSRPC) Updates: UVLSRPC Strategic Plan - Chairman Kessler stated that currently he and Selectman Tellor were the Commissioners representing Newport. He gave a general outline of what the UVLSRPC is. He stated a packet of the Regional Assessment, Organizational Review and Strategic Approaches was in the Board packets. The Board members could read it and it would be discussed at a future meeting.

- Keys to the Valley, Regional Housing Assessment

Chairman Kessler stated the UVLSRPC Regional Housing Assessment was also included in their packets and had just been completed (go to: [www.keystothevalley.com](http://www.keystothevalley.com) for more information). Chairman Kessler stated that the Planning Commission tries to address the needs of the area. He listed upcoming events they were hosting. The UVLSRPC had done Newport's Road Maintenance Assessment and were sponsoring the Hazardous Mitigation Plan Committee in Newport as well.

**ACTION ITEMS:** Appointment to Conservation Commission-Donald Schagen; three-year term to expire June 2023 - On a motion by Selectman Connell, seconded by Selectman Hooper; ***the Board appointed Mr. Donald Schagen to the Conservation Commission for a three-year term to expire June 2023.*** In discussion, the term ending in June 2023 or June 2024 will be checked into. ***The motion passed 5-0-0.*** Selectman Connell said the Commission was thrilled to have Mr. Schagen join the Commission. Selectmen Connell said if there were others that would like to join the Commission, it needed members.

Appointment of Selectmen Pro Tem and Schedule of Selectmen Coverage for May 11, 2021 Voting - On a motion by Selectman Connell, seconded by Selectman Fratzel; ***the Board appointed Mr. Larry Cote and Mr. John Lunn as Selectmen Pro Tem for the May 11, 2021 voting. The motion passed 5-0-0.*** Mr. Larry Cote will cover the polls from 8 am to 7 pm (all day). Mr. John Lunn will cover the polls from 4 pm-7 pm.

Selectmen Tellor and Kessler will cover the polls all day; Selectman Connell will cover the polls during the 4 pm-7 pm shift. Selectman Hooper and Selectman Fratzel will cover as a floater as needed (Fratzel during the noon hour).

Appointment of Selectman Representative to Hazardous Mitigation Plan Committee - A BOS representative was needed for the Hazardous Mitigation Plan Committee. Selectman Tellor informed the Board that he was a representative for the Planning Board. Selectman Hooper informed the Board that he had been asked to join as a citizen-at-large. After discussion among the Board members, Selectman Connell made a motion ***to appoint Selectman Tellor as BOS representative to the Hazardous Mitigation Plan Committee.*** It was seconded by Selectman Fratzel. ***The motion passed 5-0-0.***

Vote on Corbin Covered Bridge (CCB) Roof - Chairman Kessler stated that at the April 19, 2021 BOS meeting Board members had asked for more information before they could vote to approve construction of a replacement roof for the Corbin Covered Bridge. They had received the additional information. Chairman Kessler called for a vote on the construction of a metal roof on the CCB. On a motion by Selectman Hooper, seconded by Selectman Tellor; ***the Board voted to proceed with construction of a metal roof as recommended to the Board.*** In discussion, Selectman Fratzel said it was important to stress that the roof will not be a 100-year roof. ***The motion passed 5-0-0.***

On a motion by Selectman Fratzel, seconded by Selectman Connell, ***the Board voted unanimously by roll call vote to enter into nonpublic session pursuant to RSA 91-A:3, II (a) The Dismissal, Promotion or Compensation of Any Public Employee at 7:56 pm. The motion passed 5-0-0.***

Present were Selectboard members Jeffrey Kessler, Todd Fratzel, Herbert Tellor, Jr.; John Hooper II and Barry Connell. Town Manager Hunter Rieseberg was also in attendance in the BOS Room. ***The Selectboard exited nonpublic session at 8:57 p.m.***

No action was taken.

***The Board voted unanimously to adjourn at 8:57 p.m.***

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Maura Stetson".

Maura Stetson, Scribe

**The next regular meeting of the Board of Selectmen is scheduled for May 17, 2021 at 6:30 p.m.**

Approved on: May 17, 2021