

**TOWN OF NEWPORT, NEW HAMPSHIRE**  
**Board of Selectmen**  
**Minutes for Meeting of January 23, 2017**  
**6:30 p.m. Municipal Building**

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**SELECTMEN PRESENT:** Jeffrey Kessler, Chairman; Todd Fratzel, Vice Chairman; David Hoyt, William Wilmot, John Hooper II

**STAFF PRESENT:** Hunter Rieseberg, Town Manager; Julie Magnuson, Planning and Zoning Administrator

**COMMUNITY MEMBERS PRESENT:** Erna McCormick, Ella Casey, Anna Dixon, Senior Center Board of Directors (BOD); Judy Wilson, Senior Center BOD; Bob Dearborn, Senior Center BOD; Sharon Woodman, Senior Center BOD; Larry K. Eaton, President Senior Center BOD; Brenda Burns, Executive Director Sullivan County Nutrition Services; Larry Flint, member of State Council on Aging and Newport Senior Center Vice President; Shelley Hadfield, Block Grant Administrator

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

**PUBLIC HEARING:**

1. **Proposed CDBG Grant Application for up to \$500,000 in CDBG Funds for the Newport Senior Center Renovation Project**

The Town of Newport will hold two consecutive public hearings on **Monday, January 23, 2017, at 6:30 PM at the Newport Town Offices, 15 Sunapee Street, Newport, New Hampshire**, to hear public comment on a proposed Community Development Block Grant (CDBG) application 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 and 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:

- A proposed CDBG grant application for up to \$500,000 in CDBG funds for the Newport Senior Center Renovation Project.
- Adoption of the Town of Newport Anti-displacement and Relocation Plan for the project.

**Chairman Kessler opened Public Hearing # 1 on the grant submission.**

**Shelley Hadfield explained that:** The purpose of these 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 implementation project for up to \$500,000 on behalf of the Newport Senior Center and Sullivan County Nutrition Services, a program of the Senior Center. The proposed project includes renovations to the existing circa 1972 structure including a new fire alarm system to meet code and tie into the sprinkler with a new 6 inch water line. Upgrade substandard electrical wiring. New ADA compliant exterior and interior doors, replacement windows, new flooring in the expanded area of the dining room. Renovation of the basement was to include new framing and insulation, flooring, two new baths and would be accessed by a two-level LULA elevator and two compliant staircases. Air sealing and insulation, installation of heat pumps and low-flow units would be done as well as painting, installation of

new cabinets and removable partitions. Outdoors, the parking lot would receive seal coating and striping. The total project cost is estimated at approximately \$600,000.

A handout was available describing the proposed project.

The Chair invited comments from the public.

Ms. Julie Magnuson, Planning and Zoning Administrator; stated she had spoken to the local Fire Chief about the Lula lift. It had been the State Fire Marshal's office that requested space to accommodate a gurney, not the local Fire Chief. She listed the local fire chief's requirements to the BOS.

Mrs. Ella Casey stated the renovation would be a fantastic asset for the Senior Center and the Town of Newport because it could be utilized better if we had a catastrophe. It would be nice to have another emergency shelter. Continuing, Mrs. Casey stated that the Senior Center was a marvelous place for seniors to gather for activities, food and nice company. It would be a waste if there was grant money available for them to use and they weren't allowed to take advantage of it.

Ms. Brenda Burns, Executive Director for the Sullivan County Nutrition Services spoke in favor of the CDGB grant and center renovation. She informed the BOS that their service had recently done a survey concerning nutrition provided at the Senior Center. She stressed the importance of the services out of the Senior Center: over 75% of the clients that use the Senior Center stated that it was their only source of socialization, congregate meals and physical activities outside their homes. 80% of the recipients of Meals on Wheels stated that it was their only meal or main meal of the day. Ms. Burns stated that senior transportation (in Newport) was done from the office in the Senior Center. She gave the transportation statistics. Concluding, Ms. Burns stated that as the Senior Center prepared for the influx of seniors from the "baby boomer" years; she felt the renovation was an important step in their ability to service that group.

Larry Flint, member of the State Council on Aging and Newport Senior Center's Vice President addressed the BOS in favor of the renovation. He stated that three things that produce longevity are nutrition, exercise and socialization. In studies that have been done those three things, besides genetics are the key to keeping people healthy and living longer lives. The Senior Center provides nutrition, activities and the opportunity for socialization. Continuing, Mr. Flint stated that the basement space has not been utilized. He explained the improvements to the basement that had already been done and stated that the Senior Center wanted to be able to utilize the space to increase the activities they currently offer. Mr. Flint gave statistics on aging for the BOS to emphasize the need for the future.

Chairman Kessler asked if there was anyone else who wanted to speak to the hearing. There being none, Chairman Kessler closed Public Hearing one.

## **The Chair opened Public Hearing # 2**

**Anti-Displacement and Relocation Plan:** Shelley Hadfield explained that 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 CDFR prior to obligating or expending funds. There will be no displacement.

Chair invited comment from the public. There were no public comments.

Chairman Kessler closed Public Hearing #2.

Chairman Kessler called for motions on the two public hearings.

**Public Hearing 1**

Selectman Fratzel made a motion *to support submission of a CDBG Housing and Public facilities grant for up to \$500,000 to provide funds to the Newport Senior Center Renovation Project for the purposes of renovating the building to utilize the basement level to meet programming needs and bringing the facility into compliance with local Fire, Safety and ADA accessibility requirements; and, to authorize the Town Manager to sign, submit and execute any documents that may be necessary to effectuate the CDBG application and contract.* It was seconded by Selectman Wilmot. There was no discussion. Chairman Kessler called for a vote on the motion. *The motion passed 5-0-0.*

**Public Hearing 2**

Selectman Fratzel made a motion *to adopt the Anti-displacement and Relocation Assistance Plan for the Newport Senior Center Renovation project.* It was seconded by Selectman Hooper. There was no discussion by the Board. Chairman Kessler called for a vote on the motion. *The motion passed 5-0-0.*

Chairman Kessler thanked the community members in attendance for coming to support the Public Hearings for the grants.

**AGENDA REVIEW:** Action Items A. and B. were completed (by Kessler) Add: INFORMATIONAL G. Discussion on Newport Water Sources (by Kessler), table: ACTION ITEM D. Acceptance of Cruiser Cam Donations (by Rieseberg)

**MINUTES FROM PREVIOUS MEETING(S):** January 9, 2017: The minutes of the January 9, 2017 meeting were tabled to a future meeting.

**CONSENT AGENDA:** On a motion by Selectman Hoyt, seconded by Selectman Wilmot; *the Board voted to approve the Consent Agenda of January 23, 2017. The motion passed 5-0-0.*

**OPEN FORUM:** none

**COMMUNICATIONS:**

Selectman Wilmot had nothing to share at this time.

Selectman Hooper thanked the Town Highway Department Road crews for their hard work keeping the roads clear. He stated that the Winter Carnival would be here soon. He thanked Mr. Ed Karr and PJ Lovely for their hard work getting ice for the Town festivities. Selectman Hooper also thanked the Town for the decorative lighting in the Town Office building, Fire Station and downtown area during the Christmas holidays.

Selectman Hoyt had nothing to share at this time.

Selectman Fratzel had nothing to share at this time.

Chairman Kessler addressed the Board and public and stated that the School Board was currently working on their budget. Their Deliberative Session will be February 7, 2017. He also announced volunteer positions available to citizens: School District moderator, treasurer, clerk and school board member (3 year term). Sign-ups would be in the Middle High School before February 3, 2017.

Town Manager Rieseberg stated that he and Finance Director Brown had been working on the Town budget. The Department of Public Works has been working hard to keep up with the storms and to fill vacancies in their department. He thanked the Board of Selectmen for their support in acquiring the cams for the police cruisers.

**INFORMATIONAL:**

**A. Former Lil' Red Baron**

Town Manager Rieseberg stated that the Town attorney was working on the lease for the former Lil' Red Baron. They would have one for the BOS consideration in February 2017.

**B. Legal Update-February 6, 2017**

Town Manager Rieseberg stated that lawyers from the law firm Gardner, Fulton & Waugh would be attending the February 6, 2017 BOS meeting. Invitations would be extended to members of the Planning Board and Zoning Board of Adjustments.

- C. Town Manager Rieseberg addressed the Board and discussed holding the following meetings:  
**January 30** - It was the consensus of the Board to pick up their budget packets (NO MEETING).  
**February 20** - It was the consensus of the Board to not hold a meeting (NO MEETING).  
**February 27** - The Board discussed having the Budget meeting and BOS meeting combined on the 27<sup>th</sup>. It was the consensus of the Board to combine the two meetings.

**D. Sullivan County Budget Surplus**

The BOS discussed the current 2.3 million dollar budget surplus that the County was adding to their fund balance. A County Commissioner would be attending a BOS meeting to give an explanation for the addition to their fund balance and answer any concerns from the BOS.

**E. No Informational item given**

**F. Budget Calendar**

**G. Discussion on Newport Water Source**

Chairman Kessler addressed the Board and spoke about concerns he had received with the Town water source and if Newport was looking toward alternative water sources. He explained for the public that a few years ago Newport started looking for new water sources. Five or six locations had been identified as potential sources. The Town was currently in the process of working with the owners of the property to be able to dig test wells to see if the locations were viable. Chairman Kessler explained the steps and timeframe involved.

Selectman Wilnot asked for the status of Gilman Pond. It was not known. Mandatory water restrictions continued for the Town.

**ACTION ITEMS:**

- C. 2017 Ambulance Contract-Goshen & Authorization of Town Manager Hunter Rieseberg to sign documents related.**

Town Manager Rieseberg stated there was a 2% increase in rates from the 2016 contract. He explained the caveat Goshen had negotiated if the Newport ambulance was unable to make a call. Selectman Fratzel made a motion *that the Board of Selectmen authorizes Town Manager Hunter Rieseberg to sign the contract and any documents related to the 2017 Ambulance Contract with Goshen.* It was seconded by Selectman Hoyt. *The motion passed 5-0-0.*

**APPOINTMENTS:** none

On a motion by Selectman Hoyt, seconded by Selectman Wilmot; *the Board voted by roll call to enter into non-public session pursuant to 91-A:3 II (c) Reputation of Another at 7:03 pm. The motion passed 5-0-0.*

On a motion by Selectman Wilmot, seconded by Selectman Fratzel; *the Board voted to exit NPS at 8:00 p.m. The motion passed 5-0-0.*

On a motion by Selectman Wilmot, Seconded by Selectman Fratzel; *the Board voted unanimously to adjourn at 8:01p.m.*

**The next regular meeting of the Board of Selectmen is scheduled for February 6, 2017 at 6:30 p.m.**

Respectfully submitted,



Maura Stetson  
Scribe

Approved on: February 6, 2017