

TOWN OF NEWPORT, NEW HAMPSHIRE

Board of Selectman Minutes of June 5, 2023

Regular Business Meeting, Municipal Building, 15 Sunapee Street, Newport, NH 03773

Meeting ID: 829 5291 9637 Passcode: 900805

<https://us02web.zoom.us/j/82952919637?pwd=V3FCaEJaZkp1ZG5EL3ZFbHN0Y3FSdz09>

+1 (253) 215 8782 US (audio only, long-distance fees apply)

SELECTMEN PRESENT: Barry Connell, Chairman; Jeffrey Kessler, James Burroughs, Vice Chairman; and Jeffrey North

SELECTMAN ABSENT: Keith Sayer

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

COMMUNITY MEMBERS PRESENT: Bert Spaulding Sr., Steven Morris, Kurt Minich, Virginia Irwin, Bella Osgood, Dick Wentzel, Cathryn Baird, Kurt Minich, Larry DeCristofaro (via zoom)

NCTV: NCTV

CALL TO ORDER: Chairman Connell called meeting to order at 6:32 p.m., followed by the Pledge of Allegiance. (Full meeting can be found on www.nctv-nh.org)

ADGENDA REVIEW: No changes to the agenda.

MINUTES FROM PREVIOUS MEETINGS: February 9, 2023 Budget Review Minutes – *On a motion to accept minutes made by Selectman Kessler, seconded by Selectman Burroughs. The Board voted 3-0-1, with Selectman North abstaining.*

Selectman Kessler requested a change to the revised meeting minutes of May 1, 2023. The change involves the roll call vote happening on page 5 paragraph 5 where the Board accepts the proposed lease between the Newport Opera House Association and the Town. The vote was 5-0-1 with Kessler abstaining; change to 4-0-1. Changes were also made to the meeting adjourned, with Kessler making the motion and Burroughs seconded the motion. *The Board voted to accept the changes to the previous meeting minutes with a vote of 3-0-1 (North abstained).*

Minutes from May 15, 2023 were accepted by the board by a *motion made by Kessler seconded by Burroughs with a unanimous vote of 4-0-0.*

CONSENT AGENDA: Selectman Kessler made a *motion to accept the Consent Agenda, seconded by Selectman Burroughs. The Board voted unanimously to accept, 4-0-0.*

INFORMATIONAL: Virginia Irwin gives an update on the **Heritage Commission, Historic District, and the Monuments & Memorials Committee**. The committee is adopting a rule of procedure based on the proposed rules for each group. Mrs. Irwin informed the board and the public they are looking for a citizen alternate, with monthly meetings. The state of New Hampshire wrote a letter to the Heritage Commission on the resurfacing project. The letter informed the commission on the improvements and updates that would be made on the highways within the downtown historic district. This letter was dated June 28, 2022, Mrs. Irwin received this letter last week from Planning & Zoning and is curious about where it has been for the past year. Mrs. Irwin is writing a letter back to them with the update on the project, after consulting with Selectman Burroughs later in the week. Next Mrs. Irwin discusses the need

for an updated inventory on every historic property in the Town of Newport. Owners of properties can apply to be on the historic registry which will help preserve their properties. The last inventory was done in 1984. She asked for the Planning Board to pay the fees associated with an updated log.

Status Report Tax Sales – 69 Chandlers Mills Road, Map 234 Lot 020 – Mr. Brown informs the board and town they took the property March 6, 2023, along with two others, with notices sent April 25, 2023. Under state law there needs to be a 90-day notice before the town is able sell the property by sealed bids on August 1, 2023. The notice of the sale for the Old Goshen Road property was finalized June 5, 2023, and the deed will be published in the Eagle Times later in the week and will be posted on the Town's website.

Newport Master Plan Survey – Selectman Burroughs states Planning Board originated the survey that was sent out to every resident in the town to complete and send back. Burroughs says there has been a good number of responses, surpassing previous year's numbers. He encourages the public to fill out the survey if they have not already.

ACTION ITEMS: Notice of Intent to Award Wastewater Treatment Facility Disc Filter System:

Town Manager Rieseberg informs the Board about the evaluation of bid responses to the new filter system done by hired engineer, Wright-Pierce. They are making a recommendation to award contract of the filter to Aqua-Aerobic Systems. Rieseberg provided a summary of Wright-Pierce's evaluation. Chairman Connell expressed concern about the size of the filter being too small. The Town Manager informed the board that concern has been communicated to the engineers and they refuted the concern by saying the proposed size is the most cost effective. *Selectman Kessler made a motion to accept the recommendation of Wright-Piece and award the contract to Aqua-Aerobic Systems. The motion is seconded by Selectman North. The motion passed unanimously with a vote of 4-0-0.*

Adoption and Approval of Operational Guidelines Handbook for Board of Selectman: Chairman Connell sent the other Board Members the proposed Operational Guidelines Handbook prior to the meeting for their review. *Selectman Burroughs makes a motion to adopt the handbook, seconded by Selectman North. The motion passed unanimously, 4-0-0.*

Annual Appointments to Board and Committees: Airport Advisory Board: *Motion made by Selectman Kessler to appoint Scott McCoy to the Airport Advisory Board as a full member for a term of three (3) years, to expire June 2026. The motion was seconded by Selectman Burroughs and passed unanimously, 4-0-0.*

Conservation Commission: *Motion made by Selectman Kessler to appoint Donald Schagen to the Conservation Commission as a full member for a term of three (3) years, to expire June 2026. The motion was seconded by Selectman Burroughs and passed unanimously, 4-0-0.*

Planning Board: Bert Spaulding Sr. wishes to be removed from Planning Board Alternate Member.

Motion made by Selectman Kessler to appoint Tobin Menard to the Planning Board as a full member for a term of three (3) years, to expire June 2026. The motion was seconded by Selectman North and passed unanimously, 4-0-0.

Recreation Advisory Council: *Motion made by Selectman Kessler to appoint Richard Cota and Kim Gaddes to the Recreation Advisory Council as full members for a term of three (3) years, to expire June 2026. The motion was seconded by Selectman Burroughs and passed unanimously, 4-0-0.*

Motion made by Selectman Kessler to appoint Richard Hammond to the Recreation Advisory Board as a full member for a term of one (1) year, to expire June 2024. The motion was seconded by Selectman Burroughs and passed unanimously, 4-0-0.

Zoning Board of Adjustments: Motion made by Selectman Burroughs to appoint Scott McCoy to the Airport Advisory Board as an alternate member for a term of three (3) years, to expire June 2026, and to appoint Timothy Beard and Ben Nelson as full members for a term of three (3) years, to expire June 2026. The motion was seconded by Selectman Kessler and passed unanimously, 4-0-0.

Motion made by Selectman Kessler to accept Bert Spaulding Sr.'s resignation as an alternate member of the Zoning Board Adjustment. Motion was seconded by Selectman North, and the motion passed unanimously, 4-0-0

OPEN FORUM: Steven Morris, resident of Newport and Chairman of the School Board, encourages the Board of Selectman and the School Board to have a discussion about the bus barn. He feels as though the school and the town should work together for the betterment of the community. Additionally, he offers to assist the Board with any necessary work before Career Technical Center renovations.

A Newport property owner gave his concern about the impact of developing the previous mill building into housing on the school district. Additionally, he expressed his disagreement with the location of the newly developed senior living unit in relation to Parlin Field Airport. The Zoning Board approved the forty-three (43) foot tall building. The Planning Board has not yet approved. Chairman Connell says the Board will look into his comments and concern, and they will discuss it further.

Bert Spaulding Sr. is using the Right to Know law (91-A) to request to be provided with original legal documentation of the litigation fees between Sullivan County and the Town of Newport. Town Manager Rieseberg responds by telling the Board the Town's attorney has gathered the responsive documents and transferred it to a thumb drive. Rieseberg states town office employees has no input to the documents that are compiled on the drive. Mr. Spaulding, Sr. has been informed excess of one month ago, the thumb drive was ready to be reviewed at his convenience. The Board agreed to discuss further in a non-public meeting.

Mrs. Irwin was curious about when property cards get updated in the Avatar system shown on the tax map. Finance Director, Paul Brown, informed her that everything will be updated on the website in August from the assessment in April. Additionally, Mrs. Irwin raises the question of who is responsible for clean up a property taken by the town (i.e., Chandlers Mill Road, as mentioned above) prior to the sale. The Board informed Mrs. Irwin it is a condition of the sale, either the Town is responsible, or a contractor is hired to do so. Town Manager Rieseberg states it is a case-by-case basis. The contractor is required by the town's stipulation, to take the debris to a permitted landfill or transfer facility.

Mr. Brown states the water bills have been delayed slightly and will be mailed on June, 26 2023 due to the new systems and equipment that have been adopted.

COMMUNICATIONS: Selectman Burroughs thanked Mr. Spaulding Sr. for his time on the Planning and Zoning Boards. He also acknowledges the open positions in the Heritage Commission as well as the vacancy of an Alternate member on the Planning Board. Selectman Burroughs thanked those involved in helping with the flower beds and gardens. Additionally, Selectman Burroughs lets the public know they will have a radio show at 8:10 AM every Tuesday on WCNL hosted by Steve Smith.

NON-PUBLIC SESSION: RSA 91-A:3, II (d) Real Estate – On a motion made by Selectman Kessler, seconded by Selectman Burroughs. *The Board voted unanimously to enter into a Non-Public Session at 8:22 p.m.*

The Board voted unanimously to exit Non-Public Session at 10:14 p.m.

No action was taken.

ADJOURNMENT: *Meeting adjourned at 10:14 PM on a motion, passing unanimously, by Selectman Kessler, seconded by Selectman Burroughs.*

Respectfully submitted,

A handwritten signature in cursive script that reads "Riely Skarin".

Riely Skarin
Recording Secretary

The next regular meeting of the Board of Selectman is scheduled for **June 19, 2023 at 6:30 p.m.**

Approved: June 19, 2023