

**TOWN OF NEWPORT, NEW HAMPSHIRE**  
**Board of Selectmen Minutes of June 6, 2022 – Regular Business Meeting**  
**Municipal Building, 15 Sunapee Street, Newport, NH 03773**  
**Remote Access: Zoom.com - Meeting ID: 869 3261 3170 Passcode: 731953**  
**+1 (253) 215-8782 US (audio only, long-distance fees may apply)**

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**SELECTMEN PRESENT:** *BOS Room:* Jeffrey Kessler, Chairman; Barry Connell, Vice Chairman; Keith Sayer, Herbert Tellor, Jr.; James Burroughs

**SELECTMEN ABSENT:** none

**STAFF PRESENT:** *BOS Room:* Paul J. Brown, Finance Director; Steve Yannuzzi, Fire Chief; *via zoom:* Hunter Rieseberg, Town Manager

**COMMUNITY MEMBERS PRESENT:** Bert Spaulding, Sr.

**NCTV:** Alex Zander, 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:** accepted as presented

**MINUTES FROM PREVIOUS MEETING(S):** May 16, 2022 - Selectman Tellor made a motion *to approve the minutes of the May 16, 2022 BOS meeting as presented.* It was seconded by Selectman Burroughs. *The motion passed 5-0-0.*

**CONSENT AGENDA:** On a motion by Selectman Connell, seconded by Selectman Burroughs; *the Board voted to approve the Consent Agenda of the June 6, 2022 BOS meeting as presented. The motion passed 5-0-0.*

**OPEN FORUM:** Mr. Spaulding, Sr. addressed the Board and spoke on his appreciation on the right to speak.

**COMMUNICATIONS:** Selectman Tellor informed the Board and public that there were four trees planted on the Common to replace trees that had been taken down. He thanked the Fire Chief and his staff for keeping the (new) trees watered. Selectman Connell had nothing to share at this time. Selectman Burroughs thanked the Town staff for mowing and prepping the cemeteries for the holiday weekend. He gave a huge thank you to staff that usually do not do this work who assisted the Grounds Department. Selectman Sayer had nothing to share at this time. Chairman Kessler stated he went to the Memorial Ceremony on the Common. The crowd was smaller, there wasn't a guest speaker. He thanked the American Legion for putting it on. Wednesday, June 8, 2022 is the Newport high school graduation on the high school football field. Town Manager Rieseberg thanked the staff for helping to get the Town ready for Memorial Day. As noted, the fire department has taken on the responsibility of watering the new trees on the Common.

**INFORMATIONAL:** Health Officer Annual Report - Fire Chief/Health Officer Yannuzzi updated the Board of new legislature that affects his work as Health Officer and on the activities this past year doing safety inspections, health inspections and fire code inspections. The most recent cases he has been working on have been: a trash complaint and a tire issue (working in conjunction with Ms. Donovan). Covid has also taken up a lot of time the past year. Selectmen asked questions on the following:

1. Lead paint
2. Tracking number of cases

Town Manager Rieseberg thanked Fire Chief Yannuzzi for his work for the Town during Covid. Mr. Spaulding, Sr. expressed that the Chandler Mills Road property has been identified as a property that needed Town intervention. That nothing has been done was unacceptable. There was a discussion on the property. Town Manager Rieseberg will give a formal update on the Chandler Mills Road property on June 20, 2022 which will include: how long it has been on the books to be addressed, how long since the Town collected taxes and the assessed value of the property.

Discussion of BOS Retreat - After a brief discussion, the BOS members set the following date for their retreat: Saturday, June 25, 2022 from 9 am to 12 noon. Items for discussion will include:

- ❖ Rec Center/Community Center
- ❖ Town financial update/plan; financial issues short and long term
- ❖ Priorities for the upcoming years
- ❖ CIP
- ❖ Employee retention/staff development/employment salaries

There was a brief discussion on having a wage study done in conjunction with employee retention and recruitment. Selectman Connell made a motion *to move ahead with all haste and have a wage classification study done*. It was seconded by Selectman Burroughs. ***The motion passed 5-0-0.***

When asked to comment; Town Manager Rieseberg praised the Town staff on their extraordinary job with the huge workload they all had. Chairman Kessler concurred with Town Manager Rieseberg.

**ACTION ITEMS:** Approval of New Pierce Enforcer Pumper Fire Truck Lease & Authorize Town Manager to Sign all Documents - Finance Director Brown stated that a month ago the Selectboard approved the purchase of the pumper fire truck. He explained the payments the Town will incur over the next few months as well as the financial responsibilities the Town will have in the ensuing years. Chairman Kessler stated for clarification that money for future fire truck purchases will be made with money saved in the Capital Reserve Fund for the Fire Department. It will be the last fire truck or ambulance that will need to be financed (leased) by the Town.

*Chairman Kessler asked that the minutes reflect that Maura Stetson arrived at the BOS meeting at 7:29 pm.*

After further discussion, Selectman Tellor stated that the lease had been sent to legal counsel. He asked if there had been a response from them. Finance Director Brown said the Town had not heard back from legal counsel. Legal counsel needed the Board's approval for Town Manager Rieseberg to sign the lease. He explained the lease was standard wording.

Selectman Tellor made a motion *to approve the lease of the new Pierce Enforcer Pumper Fire Truck and to authorize Town Manager Rieseberg to sign all related documents pending favorable outcome from Town legal counsel*. It was seconded by Selectman Connell. ***The motion passed 5-0-0.***

Discharge of Mortgage: 44 Endicott Road, Map 234 Lot 83 - Finance Director Brown explained the reason 44 Endicott Road had a Discharge of Mortgage (Part of a Community Development Block Grant: CDBG project many years ago). He told the Board there was an estimated 60 additional mortgages of the same type in Newport that had not been acted upon. In discussion, Chairman Kessler asked if the BOS should do a blanket discharge on the other mortgages.

Selectman Connell made a motion *to approve the Discharge of Mortgage for 44 Endicott Road, Map 234 Lot 83*. It was seconded by Selectman Tellor. ***The motion passed 5-0-0.*** The Selectmen signed the Discharge of Mortgage for the owner and her attorney.

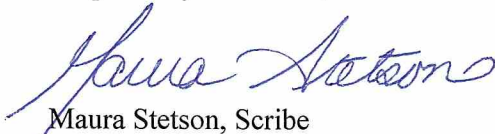
The Board members discussed authorizing Town Manager Rieseberg to release other Newport properties with the same discharge as they are discovered. The BOS believed the Town should be proactive in the process. Chairman Kessler requested Town Manager Rieseberg to research the correct phrasing of a motion to authorize the manager to take on the responsibility. The motion is to include wording for the CDBG and the county to provide a clean (property) title. He directed Town Manager Rieseberg to bring the motion to the June 20, 2022 BOS meeting.

Review and Approval of Employment Agreement: Cody Foster - Chairman Kessler stated Mr. Foster was a new police officer. He asked why the Board had been given the employment agreement for Mr. Foster; the Board has not seen previous agreements. Town Manager Rieseberg explained legal counsel believed that having the BOS and town manager sign the contract was more legal. After a general discussion, Selectman Burroughs moved ***that the Board sign the agreement as presented with the understanding it will be hashed out (with the Town attorney) in the future.*** It was seconded by Selectman Connell. ***The motion passed 5-0-0.***

Selectman Burroughs asked Town Manager Rieseberg if the other Town Departments (Fire, EMT, and PWD) had contract agreements such as Mr. Foster's. Town Manager Rieseberg stated the Town gave stipends to Fire Department for training and certification. There was a mechanism in place to pay for classes such as paramedic training. A person would have to sign an agreement stating they would stay with the Newport EMS for specified number of years if they took up the offer. The Selectmen signed the signature page of the employee agreement.

On a motion by Selectman Tellor, seconded by Selectman Sayer; ***the Board voted unanimously to adjourn at 7:55 p.m. The motion passed 5-0-0.***

Respectfully submitted,



Maura Stetson, Scribe

**The next regular meeting of the Board of Selectmen is scheduled for June 20, 2022 at 6:30 p.m.**

Approved on: June 20, 2022