

*TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, APRIL 17, 2007*

The meeting was called to order at 6:39pm. Selectmen present were: Michael Woodworth and Wes Moore. Others present were: Police Chief Reed, Road Agent Brian Knipstein, Win Fream, and Jed Rumford.

Brian Knipstein brought some photographs to share with the Selectmen on the flooding at Bald Hill Road. The flooding is worse than last year. The total cost to the Town for repairs and clean up will be approximately \$4,000. Four or so trees came down and the Highway Department is still working on clearing up the debris and should have the work completed in the next couple of days.

Bald Hill Road is scheduled to be re-paved this year and Brian is reluctant to pave the road without a fix to the current flooding issues. An additional culvert should correct the problem and the Selectmen have no objection to this. The cost to add a culvert is approximately \$2,000. and permission would be needed by the abutters.

Chief Reed gave paperwork to Brian to be completed for funds to be reimbursed by FEMA. Brian will return the completed paperwork to the Chief who will send it on to Concord. The Town will have to expend the funds and then be re-imbursed.

Chief Reed had three grant applications for the Selectmen to sign. Two applications were for DWI Grants and one is for a Department of Safety Grant for two portable radios. Wes signed the three applications for the Board.

Chief Reed reports that Exeter Road washed out at Hacketts Stream. The road shoulder and stone wall located on the Town Hall side of the road were washed out. Route 87 by the Chicks flooded and cleared up fairly quickly.

The Chief informed the Selectmen that Phillips Exeter Academy is holding their time trial bicycle race Wednesday, April 18th between 3:00pm and 5:30pm. The area of the race is Meadow Road to Bald Hill Road. The Chief was asked to obtain a Certificate of Insurance from the Academy naming the Town of Newfields Town as an additional insured.

The Chief mentioned the problems with his window sills, door, and carpet again. He was told that Larry Shaw will repair the window sills and door. The carpet will be cleaned and not replaced.

Wes gave an update on the work being done at the old Post Office building. He has received one quote to repair the pavement in the amount of \$690.00. This includes filling the cracks and sealing the pavement from the property line with the Martins to the Vallery property. He is waiting to receive an additional quote for this job.

Wes removed all of the fencing on the property and he and Win Fream cut up the downed tree. Wes will ask Brian Knipstein to bring the necessary equipment to clean up the dirt accumulated on the driveway. The shutters have been removed. A resident has volunteered to sand and paint around the windows and fascia boards.

Win Fream advised that the Cub Scouts will be helping to clean up the area around the old Post Office building on May 6th. He also asked if the Cub Scouts would be allowed to have a bonfire at a future date. The Selectmen welcome the help from the Cub Scouts and will arrange for a bonfire permit.

Win asked about the current plan and time line for the building. As the building is currently for sale, there are no immediate plans. The townspeople cannot vote to use or change the building at this time.

If the building does not sell, Wes said the Town Offices could move into the old Post Office building with the Police Department taking over the lower level of the Town Hall. The Selectmen's meetings would then be held in the back room of the Town Hall as in the past. Wes would prefer that the refurbishing and renovations to both locations take place at a later time, after funds have been raised for that purpose. Win said that he likes the direction the Board is taking on the old Post Office and the Town Hall with the general maintenance and upkeep.

Win asked if the old Post Office building basement could be used for storage by the Boy Scouts. Wes said that basement is damp and he would prefer that the entire Board be in attendance to discuss this.

Wes is in the process of receiving quotes to refinish all of the floors in the Town Hall. The floors have not been refinished since the early 1960's.

There was a discussion about all of the "stuff" being stored in the Town Hall and it was decided to take everything out of the Hall on Friday, April 27th, give the various departments the time to look through the items to decide which should be saved, and take the remaining items to Clean Up Day on April 28th. Nancy was asked to contact the various departments and committees to make them aware of this action.

Win shared photographs with the Selectmen of the damage being done by the sidewalk plow. The plow is too big for the sidewalks and is damaging the lawns, pavement, trees, telephone poles, etc. Nancy was asked to have the Road Agent meet with the Selectmen to discuss this issue.

Win Fream met with the Selectmen as a representative from the Budget Advisory Committee. At this time, the Town needs more volunteers for this Committee and Nancy was asked to post a notice to this effect at the Post Office and Town Office.

Win presented his form for the various departments to use for the budget process to the Selectmen. It was acknowledged that Win has taken a lot of time and initiative in putting together a system for the budget process, but that more than one Budget Advisory Committee Member should be in attendance to discuss the process.

Win will contact several people to find out if they are interested in serving on the Committee and Wes will also call people. This will be a fresh start with the Budget Advisory Committee with specific directions from the Selectmen. The Committee is scheduled to meet with the Selectmen again next week at 7:00pm.

Win has also come up with a format to meet with the department heads to go over their current budget and to give them a heads up on how the process will work starting this year. He hopes to have each department's budget for the past two years available and will explain how each line item needs to have a dollar amount. A total department budget (not broken down by item) will not be acceptable this year.

Win asked for an update on the Dispatch Advisory Committee. Wes stated that the meeting between the Selectmen and the members of the Committee should take place in the next few weeks. The Selectmen are assembling the final directions and process for the Committee to follow.

Nancy was asked to put together a memo stating the need for volunteers from the Town to serve on various departments and committees such as the Newfields Volunteer Fire Department, the Budget Advisory Committee, and residents to work the Clean Up Day which takes place at Hervey Court.

Primex responded to the question about insurance coverage for the volunteer firefighters. Nancy forwarded the e-mail to Fire Chief Buxton and asked him to share it with all of the volunteer firefighters.

The public notice from Dragon Mosquito regarding mosquito control in Newfields was read.

Wes received a quote for \$1,500. from the Exeter Handkerchief Company to replace the curtain and valance for the stage in the Town Hall. Wes and other volunteers will hang the new curtain and valance. A deposit of \$750. is required to make these and the process will take approximately ten weeks. Two anonymous donations have been received to date totaling \$600. to replace the curtain and valance.

Wes made a motion to replace the curtain and valance on the stage at the Town Hall using the \$600. in donations already received with the remaining \$900. coming from Town funds. Any other donations received will be used to offset the Town's cost. Michael seconded the motion and the motion passed with all in favor.

An Inventory Form was returned to the Town Office with a request for prior notification of any site visits from the assessor or any city officials. A note will be made on the property card of this request.

Correspondence from the Lane Law Offices was tabled until next week when the full board will be in attendance.

The invoice from Lane Law Offices was initialed by the Selectmen and is to be given to the Conservation Commission.

Primex Insurance notified the Town that they received the necessary documents to proceed with the Workers' Compensation Claim of Police Officer Stephen McAulay. They also advised that if the Town refinishes the floors in the Town Hall within two years of the original water damage claim, an additional \$519.40 will be paid.

Notices of proposed cell towers were received from the Towns of Sandown and East Kingston.

Bobbie Byrne feels that some information in the Minutes of the March 27, 2007 is not correct. Bobbie stated that the Board of Selectmen do not have the authority to close trails in Newfields. Bobbie stated that only the Bureau of Trails is able to close the trails. Bobbie stated that there is a volunteer group that meets monthly in Newmarket and works closely with the Bureau of Trails. Bobbie also stated that motorcycles are not allowed on the trails.

Wes stated that the trails closed by the Selectmen are on the 40 acres of land which is owned by the Town and not the Rockingham Recreational Trail. The Selectmen do have the authority and control over the "Town Forest", but do not have authority over the Rockingham Recreational Trail.

Wes did speak last week with Principal Dennis Dobe of the Newfields Elementary School who verified that the Town is able to use the Elementary School for town functions.

Ken Donahue's letter and "Impact Of Verizon Sale" was reviewed by the Selectmen. Any sale by Verizon to Fairpoint Communications must be approved by all of the states affected – New Hampshire, Maine, and Vermont.

The list from the Newfields Library of their inventory was reviewed. Nancy was asked to contract Primex Insurance for a quote and what options they recommend for coverage.

Wes made a motion to approve the minutes of the April 10th meeting as amended. Michael seconded the motion and the motion passed with both in favor.

Nancy was asked to schedule a two hour work session for Police Chief Reed and Attorney Tom Closson to review the Chief's proposed changes to the town's Personnel Policy.

The resignation of Gary Davey as a Cemetery Trustee was accepted. Jed Rumford will try to find a resident to take Gary's place. He will keep the Selectmen informed.

Wes made a motion to adjourn the meeting at 8:55pm. Michael seconded the motion and the motion passed with both in favor.

Respectfully submitted,

Nancy J. Spencer
Administrative Assistant