

**TOWN OF NEWFIELDS SELECT BOARD
MEETING MINUTES
TUESDAY AUGUST 18, 2020**

**Select Board Present: Chris Hutchins, Michael Sununu & Jamie Thompson
Others Include: John Hayden, Duane Hyde & Steve Shope**

The Select Board reviewed and approved the following items:

School Tax Paid	07/08/20:	Accounts Payable Manifest	\$464,965.00
Checks Dated	07/10/20:	Accounts Payable Manifest	\$ 6,742.36
		Payroll Manifest	\$ 21,502.58
Checks Dated	07/24/20:	Payroll Manifest	\$ 22,096.62
		Accounts Payable Manifest	\$ 96,986.80
Checks Dated	07/31/20:	Accounts Payable Manifest	\$ 9,687.00
		Accounts Payable Manifest	\$ 6,905.09
Checks Dated	08/07/20:	Accounts Payable Manifest	\$ 6,940.55
		Accounts Payable Manifest	\$ 9,771.78
		Payroll Manifest	\$ 23,015.40
School Tax Paid	08/10/20:	Accounts Payable Manifest	\$464,965.00
Checks Dated	08/14/20:	Accounts Payable Manifest	\$ 19,580.85
Checks Dated	08/21/20:	Payroll Manifest	\$ 21,723.17

At 6:30 pm, The Board of Selectmen, by motion of Selectman Hutchins, seconded by Selectman Sununu and in accordance with RSA91-A:3 (II) (e), to enter into a nonpublic session for purpose of legal counsel via phone with Attorney Derek Durbin re: Town of Newfields vs. Long Bow Realty Trust [RSA91-A3(II)(e)]. By roll call vote the Board passed the motion: Hutchins-Affirmative; Thompson-Absent; Sununu-Affirmative

A motion to leave nonpublic session was made by Chris, seconded by Michael. The motion was passed and at 7:00 a public session reconvened.

John Hayden attended to discuss the presentations for the upcoming State Primary to be held on Tuesday, September 8th. He informed the Select Board of the regularly scheduled phone conferences with the Secretary of State informing Town Clerks of the State’s recommendations and list of supplies that will be sent to Towns to help ensure safe voting.

John feels the Newfields Elementary School may be a better location for voting as it will allow more space to social distance. He voiced his concerns that some residents may come in without masks and was questioning whether the Town should have separate lines for them. John replied to Michael’s question as to whether the State was requiring face coverings for the election with a “no.” Jamie wondered if the Town should make face coverings mandatory like some other towns. Michael stated that he would not support that decision as it would only increase irrational fear within the public. He added that more people under sixty-five have a greater chance of dying from

the flu. Michael advised John to operate knowing people will come in without face coverings. The Town cannot legally force those not wanting to wear one to utilize an absentee ballot. They discussed having one way entrance/exit and utilizing a separate area for new voters. The Board concurred having the elections at the school would be the best option. John will reach out to the school to see if it will be available for elections. John also mentioned that the rules have loosened due to Covid-19 to allow those who come out to the elections to vote absentee if they become uncomfortable with voting in person.

Michael motioned, seconded by Jamie, to approve the utilization of PA-28 Inventory of Taxable Property Form in 2021. All were in favor and the motion carried.

The CCAC appointment was tabled until the recycling committee recommends a new candidate.

The Board acknowledged receipt of FEMA's flood insurance rate map correspondence.

The Board acknowledged receipt of Lamprey Health Care correspondence advising the Town of the discontinuance of their senior transportation program. Rockingham Nutrition Meals on Wheels will take their ridership and will contract with the State pending the State's approval. Lamprey Health was also looking for a contribution from the Town to Rockingham Nutrition Meals on Wheels which the Town already provides.

The Board acknowledged receipt of Regional Economic Development Center correspondence.

The Board signed the signature card for Citizens Bank.

Chris motioned, seconded by Michael, to sign the updated Melanson engagement letter for the 2019 audit. All were in favor and the motion carried.

Michael informed the Board of his visit to Badger Park to identify a dying tree that had been reported to the Town by the landscaper. Michael believes a semi-mature tree installed would cost \$3-5K. Jamie mentioned the possibility of a fund raiser. The board agreed and plan to raise the funds around next Memorial Day with the actual planting in the fall.

The Board reviewed the Newfields Water Department lease for the former Main Street Art Building. Michael compared rates in the area prior to creating the lease. The main floor's square footage is just under 1,000. Michael calculated the monthly rent to be \$10 per square feet, as a starting point for discussion. This will be a one year lease giving the Town the option to change the rate or sell the property at a later date, if so inclined.

Steve Shope and Duane Hyde (SELT) attended to discuss the Conner Lot. Michael asked Duane for clarification as to the Town's financial obligation. Duane confirmed the Town is expected to pay \$31,610 for services rendered for the process of the acquisition. Michael asked what the Town would be expected to pay if the funds are not raised to purchase the property. Duane replied that it would depend on the stage of the process. The Town would only be responsible for the expenses incurred up to that point. Michael confirmed with Duane that the Town would be out the \$31,610 if the deal falls through after services have been rendered. Michael also asked, assuming funds

aren't raised, if the Town is committed to purchasing the property for \$325,000. Duane said no, the contract has a clause in it in case the funds aren't raised. He believes if funds haven't been raised by October, they will have questions themselves as to whether to proceed with the project. The Purchase Agreement allows them to back out without penalty in the event of non-funding. Michael then asked the difference between the \$31,610 and the \$66,610 the Town will expend. Duane informed the Board the additional \$35,000 would be expenses incurred after the purchase; i.e. parking. Duane confirmed the Town will formally own the land at the end of the process. The Purchase & Sale Agreement has a provision that will allow SELT to either assign the land or direct the deed at closing to the Town. With the Board's approval SELT will sign the Letter of Understanding and the Purchase and Sale Agreement around the same time. SELT received a commitment from the Board for up to \$66,610 with the understanding the initial payment of \$31,610 will cover up front expenses. Steve will email the Board the timeframe each of the processes. SELT will invoice the Town as expenses are incurred, allowing Town to budget most of the \$31,610 expense in the next fiscal year.

Jamie motioned, seconded by Michael, to give SELT the ability to sign the letter of understanding. All were in favor and the motion carried.

Michael informed the Board of his discussion with the State in regards to the RT 108 bridge lighting. Although the State forced the removal of the bridge lights and gave the Town the option of retaining the lights for a later use, they will not allow the lights to be use for any other purpose other than the bridge. As such, it is no longer beneficial for the Town to store them for a future purpose. Michael will advise the State of the Town's decision to not accept possession of the lights.

The Board decided on October 17th for the Newfields Fall Cleanup day. The Town will collect items at the Water Treatment Facility parking lot located at Hervey Court.

The Board was notified of Waste Management's decision to move the trash pickup day to Friday. The Board was okay with this as long as Waste Management communicates the change to the public. Waste Management will notify the residents of this future change via the mail/website.

Chris motioned, seconded by Michael, to approve the 7/14 Select Board Meeting Minutes as amended. All were in favor and the motion carried.

The Select Board decided on the following dates for upcoming meetings:

September 15th & 29th

At 8:00 pm, Chris motioned, seconded by Michael, to adjourn the meeting. All were in favor and the motion carried.

Respectfully submitted,

Kisha Therrien