

**TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, FEBRUARY 14, 2017**

Present: Selectmen: Chris Hutchins, Jamie Thompson and Michael Sununu. Others include: Sue McKinnon

Call to order at 7:00pm.

The Selectmen reviewed and signed:

- ✓ Checks Pd 02/17/17: Accts. Pay. Manifest - \$13,874.14(Casella,Comcast)
- ✓ Checks Pd 02/17/17: Accts. Pay. Manifest - \$37,372.57
- Payroll Manifest - \$8,586.33

The Personnel Policy was discussed by the Selectmen in regard to the Library employees and the Fire Dept Volunteers. The Library employees will receive a copy of the Personnel Manual and sign the Receipt and Acknowledgment of Personnel Manual form. The Fire Dept Volunteers will receive a copy of the Personnel Manual and sign a Master Receipt List, by a specified date.

The Board discussed consideration of the Veterans' Tax Credit that took effect in August 2016 to be extended to the veterans who did not serve during a time of conflict and received an honorable discharge. Jamie made a motion to allow all veterans who did not serve during a time of conflict and received an honorable discharge to receive the Veterans' Tax Credit, seconded by Michael. All in favor and the motion carried.

The Selectmen reviewed the letter from the State of New Hampshire Dept. of Health and Human Services regarding the appointment form for the Health Officer for the Town. This will be completed upon the appointment of the new Health Officer.

The following residents have signed up for the ballot:

Selectman	3yrs	Chris Hutchins
Library Trustee	3yrs	Carolyn Gajewski
Trustee of the Trust Funds	3yrs	vacant
Cemetery Trustee	3yrs	vacant
Cemetery Trustee	2yrs	vacant
School Board Member	3yrs	Tom Hayward, Todd Wynn
School District Clerk	2yrs	vacant
School Moderator	2yrs	John Hayden
School Treasurer	3yrs	vacant

Michael Sununu stated he will be out on Election Day.

Sue McKinnon updated the Board on the meeting she had with Treeno and Jeff Feenstra, Conway Office Products, on Friday, Feb 10th about the digitization of the town's files. The Selectmen would like to meet with Jeff Feenstra for additional information.

Jamie suggested an e-mail sign-up sheet to be available for residents on Election Day.

The Selectmen discussed the Trash /Recycle Contract which has not been signed to date and the new Town representative to the Lamprey Regional Solid Waste Cooperative for which the Selectmen decided to alternate.

The Board reviewed the *Final NH MS4 Permit* notice dated 2/1/17 in reference to the 2017 N H Small Municipal Small Separate Sewer System(MS4) General Permit(GP) signed 1/1/2017, effective 7/1/2018. The Selectmen would like to meet with Ray Buxton, Newfields Water & Sewer Commissioner, for further discussion.

The Board signed the accumulated hours of sick time, as of March 29, 2016, that the full time employees (Darrell Bradley, Kevin LaValley, Chief Nathan Liebenow and Sue McKinnon) are entitled to ½ upon retirement which will remain for compensation at retirement but unavailable as part of any future paid time off accumulation or use.

Minutes of the February 8th meeting were read. Michael made a motion to accept the minutes as written, seconded by Chris. All were in favor and the motion passed.

At 7:52 pm, Michael made a motion to adjourn the meeting. The motion was seconded by Chris. The motion passed with all in favor.

Respectfully submitted,

Donna C. Newman