

**TOWN OF NEWFIELDS BOARD OF SELECTMEN
MEETING MINUTES
TUESDAY, MARCH 28, 2017**

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

Call to order at 7:00pm.

The Selectmen reviewed and signed:

- ✓ Checks Pd 03/24/17: Accts. Pay. Manifest - \$13,379.11
Payroll Manifest - \$8,528.22
- ✓ Checks Pd 03/31/17: Accts. Pay. Manifest - \$2,898.65
Payroll Manifest - \$9,573.50
Accts. Pay. Manifest - \$576.00 (Sr Lunch)
- ✓ Checks Pd 03/29/17: Accts. Pay. Manifest - \$750.00 (Sec Dep)
- ✓ 2017 Warrant & Budget (DRA Format)

Brian Knipstein, Road Agent, met with the Board to discuss:

- Sidewalk to Old Lee Rd - Design & Permit Proposal of \$5,100.00 from Jones & Beach Engineers (possible moving of stone wall & removal of trees)
Chris made a motion to accept the design & permit proposal from Jones & Beach, seconded by Jamie. All were in favor and the motion carried.
- Sale of Land (Warrant Article 7) (102-74) – parcel has roundabout and possible water & sewer easement.
- Status of Winkler Way Violation Notice – being signed at the meeting tonight.
- Paving Update: Halls Mill Rd – Top Coat and Dixon Ave – Top Coat
- Cheney Sub-Division Road – will be reviewed by Engineer and Brian will monitor road progress.

At 7:19 pm, the Board of Selectmen, by motion of Selectmen Hutchins, seconded by Selectmen Thompson and in accordance with RSA91-A:3(I), to enter into a non-public session for purpose of personnel matter [RSA91-A:3(II)(c)]. By roll call vote the Board passed the motion: Hutchins-Affirmative; Thompson – Affirmative;
Sununu – Affirmative

At 7:20pm, the Board entered into non-public session.

At 7:30pm, the Board left non-public session and entered into public session.

At 7:31pm, the Board of Selectmen, by motion of Selectmen Hutchins, in accordance with RSA91-A:3(III), that the minutes will not be disclosed because divulgence of the information would adversely affect the reputation of a person other than a member of the Board or render the proposed action ineffective. All were in favor and the 2/3 requirement for affirmative vote was met.

The Selectmen reviewed and signed the 2017 Forest Fire Warden/ Deputy Reappointment Forms for Ray Buxton, Scott Buxton, Jeff Feenstra, Jeff Buxton and Tom Conner. Chris made a motion to reappoint Ray Buxton, Scott Buxton, Jeff Feenstra, Jeff Buxton and Tom Conner as 2017 Forest Fire Wardens, seconded by Michael. All were in favor and the motion carried.

The Board reviewed and signed the Quarterly Payroll, Annual Stipends and Election Stipends for 2017. Jamie accepted the Quarterly Payroll, Annual Stipends and Election Stipends, seconded by Chris. All were in favor and the motion carried.

The Residents in an Industrial or Commercial Zone Exemptions were reviewed and signed by the Selectmen for (202-16) Robert and Carol Kelley and (201-21) Vincent and Pauline Bateman. Michael made a motion to approve the Resident in an Industrial or Commercial Zone Exemptions, seconded by Chris. All were in favor and the motion passed.

The Board reviewed and signed the Notice of Violation dated 3/28/2017 for the Winkler Way Subdivision, Newfields, NH (202-15). Michael made a motion to accept the Notice of Violation Letter, seconded by Jamie. All were in favor and the motion passed.

Sue McKinnon met with the Selectmen to discuss the bids received for the Digitization of the files for the Town. The bid was awarded to Treneo of Portsmouth, NH.

The Request for Proposal (RFP) for the Town Hall Renovation will be available at the Town Office and posted as a Legal Notice in the newspaper. The RFP will contain the scope of the work and sketch of the floor plan. Bids must be returned to the Town Office by 2:30 PM on Monday 5/1/2017.

The Board of Selectmen voted to appoint Chris Hutchins to be Chairman. Michael made a motion to appoint Chris Hutchins as Chairman of the Board of Selectmen, seconded by Jamie. All were in favor and the motion carried.

Chris updated the Board on a Notice from the State of New Hampshire Liquor Commission dated 3/28/2017 for the Wine Manufacturer liquor license for the Squamscott Winery LLC located at 12 River Rd, Newfields. Upon review, the Board had no comments with respect to the potential issuance of the liquor license.

The Selectmen read and discussed the Freams' letter regarding Mosquitoes.

The Selectmen approved the following requests from Sue McKinnon:

- To close the Town Office on Fridays from June 2nd to Sept 1st, using PTO.
- To close the Town Office on Wednesday, May 17th – Town Clerks Workshop.
- To get bids for Town Hall Floor Maintenance – twice a month.

The reimbursement fees for the 2010 Fire Impact Fee to AMB Custom Structures for \$1,005.09 and the 2010 School Impact Fee to Evergreen Estates for \$3,290.26 were approved by the Selectmen.

Jamie brought a discussion before the Board regarding Work Force Housing. Michael stated additional revenues from new business in the Commercial zone along Rte 108 would provide offsets to expenses.

Michael updated the Board on the Direct Assistance request which will be paid for a \$750.00 Security Deposit, with a letter request for reimbursement to the Town when the resident moves out.

Town Planner position tabled until 4/4/17 Meeting.

Minutes of the February 21st meeting were read. Michael made a motion to accept the minutes as written, seconded by Jamie. All were in favor and the motion passed.

At 8:28pm, Chris made a motion to adjourn the meeting. The motion was seconded by Michael. The motion passed with all in favor.

Respectfully submitted,


Donna C. Newman