

BOARD OF SELECTMEN MEETING

February 18, 2025

MINUTES

Present: Jason Somero (acting Chair), Lou Alvarez, Debbie Deaton (Town Administrator),
Also present: Phil Andrews, Mindy Buxton, Fred Joyce, Joe Woodworth

5:00 Open Meeting with the Pledge of Allegiance

Below is the link to view the meeting on YouTube:

<https://youtu.be/0ucc-J6VHW4?list=PLzGryVtWOBk8maGlwV0C7-1OgfqwrldjQ>

5:05 Parks & Rec-Mindy Buxton, Before and After School Program discussion:

Mindy gave a more detailed presentation of the plan for a before and after school program in conjunction with Highbridge Hill Elementary School.

Liz Pogorzelski had reached out to her suggesting Parks & Rec could use the school for this. A survey was done by the school to gauge the need for this and there were 87 parents that were interested in the program. Mindy had attended a Zoom meeting with Liz and Craig Reynolds regarding the program. It was decided it would cost approximately \$200 per month for maintenance, etc., which would come directly from the fees charged for families utilizing the program. The pay for the teachers would also be funded by the fees. There is a 0 cost to the Town for this program.

Mindy said Liz has a company she could contact for this but she would rather keep it local.

They would be able to accommodate 30 children and have 1 adult per 8 students. The State requires 1 adult per 12 children. No license would be required due to the amount of hours of the program.

Mindy added most towns have a program like this run by the Parks and Rec department.

Mindy has also spoken to our insurance company (Primex) and no additional insurance would be needed.

The cost per student would be \$60 for mornings and \$60 for afternoons and the students would be chosen by lottery. The cost is based on what parents are willing to pay. There is also an option for people who don't need every day (\$15 per session).

Mindy added this could have a potential revenue for Parks & Rec of around \$40,000 per year which would lessen the tax burden for maintenance, repairs, etc. at the park. They could lean on the revolving account instead of taking the money from Capital Reserves or fund raising.

Jason said this seems like the Town encroaching the boundaries of government and feels it shouldn't be involved in daycare. Our services should be kept to essentials (plowing, emergency services, etc.). He added he is concerned that this would drive out any daycare business as well as adding another function of the town. Parks and Rec should be sports, summer camp, etc. and daycare seems out of the scope.

Mindy had said previously that the reason there is such a need is there isn't enough daycare in town. She added it could encourage more daycare businesses to open because Parks & Rec can only take in 30 children and the need is much larger than that.

Phil said it seems there is no means testing...based on income. If it's wildly successful, the amount of children in subsequent years could substantially increase. He feels lottery is not fair because the people who make a lot of money will now leave the regular daycare for this less expensive option. Mindy said they cannot accept State vouchers for daycare so those people will not be leaving their current daycare situation.

Jason still doesn't think this should fall under the purview of Parks & Rec. Mindy disagreed by saying it's for the children. Parks & Rec doesn't have a facility and has had to turn down several opportunities because of that.

Lou said he disagrees with Jason. There is a need for this and Parks and Rec should be able to accommodate. Mindy added if Parks & Rec doesn't do this, the school is probably going to hire a company because there is such a need for it. She feels Parks & Rec should be able to run it. The students can utilize the trails for walks, go watch a game that's going on, etc. This would fall under Rec. It would get them outside, do crafts, paint, color, etc.

Phil said he would like to reach out to the current daycare providers and see if they would like to run the program. A public/private collaboration may be an idea. Mindy said she has reached out to local daycares and they see the need for this. It would be great to be able to refer families to other daycare facilities and increase their business because we can only handle approximately 30 children and the need is much greater than that.

Mindy added this would provide a safe environment with familiar faces for the students.

The Board will discuss this again at a later meeting.

6:00 DPW-Peter Somero, Repair quotes for truck #14:

Peter had submitted quotes to repair truck 14 totaling approximately \$50,000. There was some discussion regarding whether to make the repairs, keep it for parts, trade it in, etc. Jason also suggested towing it back and deciding what to do so we don't have to pay storage fees. Joe thinks we should assess all of the vehicles and discuss this again next week.

6:30 Timbertop/Hubbard Pond Intersection:

At a previous meeting, Fred Joyce suggested donating the triangle of land at the intersection of Timbertop Road and Hubbard Pond Road to the town to make the intersection safer.

Several documents were found dating back to 2007 where the previous owner of this property had made the same gesture. An engineering survey had been done at that time. The other requirements had been met as well (2 public hearings, approval from the Conservation Commission and Planning Board). Mr. Joyce and the Board reviewed the plans and documents. It was decided Debbie will compose an email to Upton & Hatfield to find out if the requirements to accept the donation of the land will have to be done again because it was done so long ago. She will also ask if this should be an easement or a donation of the land.

Debbie will get back to the Board with the reply from Upton & Hatfield.

7:15 Non-public RSA 91-A:3, II (b)- Jason made a motion to go into Non-Public under RSA 91-A:3, II (b).

Lou seconded the motion and it passed unanimously. At 8:42, Jason made a motion to return to public session. Lou seconded the motion and it passed unanimously. Jason made a motion to seal the minutes. Lou seconded the motion and it passed unanimously.

8:43 Round Table Discussion:

- Jason reminded the audience that Candidate's Night is on Tuesday, March 4, 2025 at 7pm in the Mascenic Auditorium.

•Jason reminded the audience that voting is on Tuesday, March 11, 2025 from 7am-7pm in the Mascenic Gymnasium.


At 9:09, Jason made a motion to adjourn the meeting. Lou seconded the motion and it passed unanimously.

Respectfully submitted,
Debbie Deaton
Town Administrator

Minutes approved by BOARD OF SELECTMEN

Shawn Talbot, Chairman: Not Present

Jason Somero: 

Lou Alvarez: 



TOWN OF NEW IPSWICH

PARKS AND RECREATION, POOL

661 Turnpike Rd, New Ipswich, NH 03071



February 18, 2025

Parks & Rec- Before and After School Program

Introduction-

The idea for a program started before I even came back to Parks and Rec. The need for this care has increased over the years as small daycares have closed, or reached capacity.

I had started thinking of ideas of where Parks and Rec could set up a program when the Mascenic Superintendent reached out to me. HHES had sent out a survey during the schools open house for feelers on how much of a need this type of program would be. It was very high. Some of the questions to the parents were; would you need this and what could you afford. 87 parents felt the need for the program, With most IN need for a program, and the price average was between \$10-\$15 per day. The school does not have the staff to run this program and one option is to outsource this to a company. Or, the preferred option was to have Parks and Rec run a program.

The Research-

Finding a space at this point isn't necessary because the most convenient location was offered to us, HHES. The cost for the first year would be \$200.00/mo. This was based on the usage put together by Craig Reynolds, Director of Facilities at Mascenic SAU, and approved by the Superintendent Dr. Pogorzelski.

After the brief conversation with the Superintendent, she set up a zoom call with myself, the Principal, Director of Facilities, and Dr. Pogorzelski, to see what some of the concerns are and what some of the issues we would have having this run at HHES and issues or concerns having it run under the Parks and Rec Department. After this

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fax: 603-878-3855

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meeting, I reached out to the Director of Facilities for more details of issues he and I had. All three of these conversations around this program ended positive with the end goal overall being, the kids and families needs.

If the need to find another location comes up in years to come, I have seen a couple locations in New Ipswich and even Greenville that may work for this program. Some adjustments would have to be made, and this is something I have been keeping in mind. But also, something I will continue to track in case we do need to move the program.

One of the first things I did was reach out to Primex. They were very helpful with information regarding this program. We already have coverage for it, so it would not increase our rates. They gave me multiple contacts to help guide me in the process of getting this off the ground. They also gave me contacts of other communities running similar programs. They mentioned the need for this is a statewide issue, not just in our community.

I also looked into DHHS for licensing information. We do not need a license, and because we are at the school we already follow guidelines set up by the state such as inspections from the Fire Department and the Health Inspector.

I spoke with a local child care center that runs a before and after school daycare in town. We spoke in detail of the need, how often she is turning families away, to costs for the programs. We discussed licensing as well and the benefits of having it verses not.

Program Outline-

What I am looking at is to have the Before and After School Care program run during open school days only. So no Teacher Workshop days, No vacations or summers for the first year. This was due to the need to clean the schools, and for employees to have their days off as well.

I would have 5-8 employees so we can have 4 teachers in the morning and in the afternoon. I will be overseeing the program as a whole, finances, the contact person between Parks and Rec and the SAU. I will have a lead teacher to oversee the day to day and to be the point of contact for parents. We are well below the state requirements having a 1 to 8 teacher child ratio. I like this in case we have sick teachers, our ratio will not drop below 1 to 10 teacher child.

During the meeting with SAU, we agreed 30 children would be our maximum, and I feel this number is appropriate because the children are getting full attention and not being overwhelmed after a long day at school.

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When it comes to the financials, I used the conversations with other providers and the survey. I leaned more to the survey numbers because it was directly from our town residents.

Full mornings	Full afternoons	Single days(morning or afternoons)
\$60	\$60	\$15 per child

We will not be accepting state funds or assistance at this time, we are not equipped for that. Our payments will be done a week ahead of time through RecDesk (we use this for all our programs)

We are requiring a \$50 nonrefundable deposit that will go towards the first week.

On the first sign up, due two weeks before the program starts, the first and last week will need to be paid in full.

Including days off and breaks we have a rough estimate of 35 weeks this program will be running. We offer refunds for snow days and canceled days only. Because the program is "holding" the spot for each child, we do not refund for a child not being at school, unless it is a long term absence. The program will be advertised for all children in town, but I don't think it will be utilized by the homeschooling community.

The majority of the funds go to paying for our teachers. I think quality is very important for the students. Although I do see an opportunity for revenue with this program.

Expenses-

Salaries- \$74,400.00

Fica- \$4,612.80

Medi- \$1,078.80

Total Cost- \$80,091.60 ~~\$1,900~~

Rental Cost- \$200/mo (~~\$7,000~~/yr)

Revenue-

\$126,000

Remainder- \$38,908.40

As important as the revenue is, the ability to help 30 children(families) have proper care before and after school is priceless.

With that being said, the revenue this program would generate could help Parks and Rec become more independent from our General Fund Budget. We could save taxpayers money by spending from our Revolving Fund(This program would be fully run in Revolving Funds). Another priority would be at the end of the fiscal year, we

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deposit a portion of our revenue into our Capital Reserve Fund if allowed. Again, dropping the tax burden. Having a steady flow of funds every year would be a great way to fix and upgrade needs at the park.

To sum up my intentions; to provide an affordable program for our students before and after school without affecting our general budget and generating some steady revenue for the department so we can utilize funds not created by taxes.

Mindy Buxton

Director- Parks and Recreation, Pool

phone: 603-878-2772
fax: 603-878-3855

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Repair Management

BY NAVISTAR

REED TRUCK SERVICES
939 JOHN STARK HWY - NEWPORT, NH 037732614
Phone: (603) 542-5032 - Fax: (603) 542-5032
Estimate Number: 4742817 - RO Number: 15006
Service Writer: Jeff Reed - Date: 2/4/2025 2:52 PM (C)
Currency: USD



Unit No: 1-14

TOWN OF NEW IPSWICH

VIN: 1HTWDAAR1EH784007
Model: 7400 SFA 4X2
Engine: MAXXFORCE DT 300HP/2400 GOV
Make: International
Delivered: 8/9/2013
In Service: 11 Years 5 Months
Mileage: 79032 Eng Hrs: 5512

Recall/AFC: No

Contact Name: ROAD AGENT HIGHWAY DEPT
Position: service-primary
Phone: (603) 878-2447
E-Mail: DPW@NEWIPSWICHH.NH.GOV
PO Number:

Operation Section A	Labor Cost	Parts Cost	Core Charge	Total Cost
HEAVY DUTY TOWING SERVICE	\$1,337.50	\$54.53	\$0.00	\$1,392.03
(1) KIT, U JOINT STRAPS AND BOLTS				

Complaint:	TRUCK DISABLED AT CUSTOMER'S HIGHWAY FACILITY IN NEW IPSWICH, NH.
Cause:	TRUCK WILL NOT RUN
Correction:	DISPATCHED HEAVY DUTY TOW TRUCK TO THE CUSTOMER'S FACILITY. PREPARED THE TRUCK FOR TOWING. REMOVED THE DRIVESHAFT, INSTALLED TOW LIGHTS. TOWED TRUCK TO OUR FACILITY FOR DIAGNOSTICS. REINSTALLED THE DRIVESHAFT WITH NEW HARDWARE.

Operation Section B	Labor Cost	Parts Cost	Core Charge	Total Cost
General Diagnostics	\$1,240.00	\$0.00	\$0.00	\$1,240.00
Computer Hook Up - DIAGNOSTIC COMPUTER	\$0.00	\$0.00	\$0.00	\$97.50

Complaint:	TRUCK WILL NOT STAT, WILL NOT CRANK OVER.
Cause:	Not Available
Correction:	PUSHED TRUCK INTO BAY, COMPLETED DIAGNOSTICS, CHECKED FLUID LEVELS. FOUND OIL OVER FULL AND MIXED WITH COOLANT. DRAINED EXCESS FROM OIL PAN. BARRED ENGINE OVER BY HAND. STARTED THE ENGINE TO VERIFY RUN CONDITION. COMPLETED RELATIVE COMPRESSION TEST. DETERMINED SOURCE OF COOLANT IN CRANKCASE IS A FAILED EGR COOLER. WILL NEED TO RECHECK THE COOLING SYSTEM ONCE IT CAN BE FILLED AND PRESSURE CHECKED TO VERIFY NO OTHER FAILURES.

Operation Section C	Labor Cost	Parts Cost	Core Charge	Total Cost
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Egr Cooler, Replace	\$2,480.00	\$8,360.36	\$0.00	\$10,840.36
(1) COOLER, EGR (1) OIL FILTER NAV I334 (1) O-RING 2.62 X 61.6 ID (1) CLAMP, V-BAND, TURBO, BEFORE 1 (1) NUT, 1/4-28 STRAIGHT LINE (1) SEAL, LIP CROSSOVER TUBE (1) HOSE, AIR, FLEXIBLE (2) CLAMP, HEAT EXCHANGER (5) CLAMP, HOSE (2) HOSE, AIR INTAKE, CAC (CAC), F (1) TUBE ASSEMBLY INJECTION UNIT I (1) TUBE, INJECTOR COOLER, OUTLET (1) INJECTOR, DOSER, HYDROCARBON (1) TUBE, INJECTOR COOLER, INLET (3) BOLT, HEXAGON FLANGE M8X20 MPO (1) CLAMP, EXHAUST (1) CLAMP, V-BAND, EXHAUST, W/ QUI (1) M12X1.75X24MM SOCKET BOLT (1) NUT, M6 X 1.0 HEX FLANGE (4) CLAMP, AIR DUCT HOSE (2) BOLT, M8 X 12 HEX FLANGE (1) NUT, M8 X 1.25 X 10 (8) COOLANT (1) TUBE, TURBO OIL SUPPLY (1) TUBE ASSY, TURBO, OUTLET PIPE TO TC1TOP/EBPS (1) HARDWARE				

Complaint:	EGR COOLER NEEDS TO BE REPLACED, AS IT HAS FAILED
Cause:	Not Available
Correction:	SUPPORT VEHICLE. REMOVED RIGHT SIDE FRONT WHEEL. REMOVE FENDER. REMOVE RIGHT SIDE ENGINE COMPONENTS. REMOVE THE FAILED COOLER. CLEAN ALL SURFACES AND REPLACE THE EGR COOLER. COMPLETE AND ENGINE OIL CHANGE WITH NEW FILTER.

Operation Section D	Labor Cost	Parts Cost	Core Charge	Total Cost
Exhaust Manifold And/Or Gasket, Replace	\$465.00	\$2,834.93	\$0.00	\$3,299.93
(1) MANIFOLD,EXHAUST FRONT				

Complaint:	EXHAUST MANIFOLD IS LEAKING AT THE REAR OF THE MANIFOLD.
Cause:	FAILED MANIFOLD, WILL NEED REMOVE AND VERIFY CONDITION OF MANIFOLD.
Correction:	REPLACE THE EXHAUST MANIFOLD ASSY WITH NEW HARDWARE AND GASKETS.

Operation Section E	Labor Cost	Parts Cost	Core Charge	Total Cost
DIAGNOSTICS AFTERTREATMENT	\$542.50	\$661.63	\$0.00	\$1,204.13
(2) GASKET, V- BAND FLANGE (2) CLAMP V- BAND (2) STRAP, DPF HEAT SHIELD, AFTERTREATMENT (2) STRAP, DOC HEAT SHIELD, AFTERTREATMENT (1) CLAMP BAND 12" DPF DELTA-P (2) STRAP, CABLE LOCK				

Complaint:	AFTERTREATMENT IS CONTAMINATED WITH COOLANT.
Cause:	FAILED EGR COOLER
Correction:	REMOVE AFTER TREATMENT MODULES FROM THE CHASSIS. INSPECT FOR REUSED AND CLEAN THE MODULES. DRY THE AFT MODULES AND REINSTALL IF IN REUSABLE CONDITION. USE NEW CLAMPS AND GASKETS TO INSTALL THE AFTERTREATMENT.

Operation Section F	Labor Cost	Parts Cost	Core Charge	Total Cost
TEST DRIVE / OPERATIONAL TEST	\$310.00	\$0.00	\$0.00	\$310.00

Complaint:	ENGINE AND AFTERTREATMENT SYSTEM NEED TO BE OPERATED AND MONITORED AFTER REPAIRS TO VERIFY SYSTEMS ARE OPERATING CORRECTLY.
Cause:	Not Available
Correction:	Not Available

Notes:	[2/4/2025 2:52 PM] - Dealer: TRUCK WILL NOT START AT NEW IPSWICH HIGHWAY DEPARTMENT	Summary		
	HEAVYDUTY TOW TRUCK SERVICE FROM NEW IPSWICH TO REED TRUCK SERVICE	Parts:		\$11,911.45
	DIAGNOSTICS	Core:		\$0.00
	REPLACEMENT OF EGR COOLER	Labor:		\$6,375.00
		Shop:		\$143.00
		Tax:		\$0.00

REPLACEMENT OF EXHAUST MANIFOLD

Other Items:	\$97.50
Haz. Waste:	\$25.00
TOTAL:	\$18,551.95

This is an estimate, prices will be honored for 30 days. Thank you.

Estimate #4742817

Labor Card

Customer: TOWN OF NEW IPSWICH
Vehicle: 7400 SFA 4X2

VIN: 1HTWDAAR1EH784007
Unit: 1-14

RO: 15006
Mileage: 79032

Date: 2/4/2025

Time: 5.0 HEAVY DUTY TOWING SERVICE

Variation: DEFAULT
Standard Operation Notes: N/A
Additional Notes: N/A

A81-2002A Time: 8.0 General Diagnostics

Variation: A81-2002A ALL MODELS, Models, ALL , All Engines , For Repair Management
Estimating Use Only , Level 2
Standard Operation Notes: N/A
Additional Notes: N/A

Time: 0.0 DIAGNSTIC COMPUTER

Variation: A4- DIAGNSTIC COMPUTER
Standard Operation Notes: FEE
Additional Notes: N/A

M12-6892T-20 Time: 16.0 Egr Cooler, Replace

Variation: M12-6892T-20 7300, 7400, 7500, MAXXFORCE DT/9/10 , With 2010 Emission Engines ,
W/245 H.P. and Above Engines
Standard Operation Notes: N/A
Additional Notes: N/A

M12-6356T-24 Time: 3.0 Exhaust Manifold And/Or Gasket, Replace

Variation: M12-6356T-24 7300, 7400, 7500, MAXXFORCE DT/9/10 2010 Emissions , Engines below
245 HP
Standard Operation Notes: N/A
Additional Notes: N/A

Time: 3.5 DIAGNOSTICS AFTERTREATMENT

Variation: DEFAULT
Standard Operation Notes: N/A
Additional Notes: N/A

Time: 2.0 TEST DRIVE / OPERATIONAL TEST

Variation: DEFAULT
Standard Operation Notes: N/A
Additional Notes: N/A

Estimate #4742817

Parts Card

Customer: TOWN OF NEW IPSWICH
Vehicle: 7400 SFA 4X2

Mileage: 79032
VIN: 1HTWDAAR1EH784007

RO: 15006
Date: 2/4/2025

HEAVY DUTY TOWING SERVICE

Qty	Part Number	Part Name	Price (ea)	Total
1		KIT, U JOINT STRAPS AND BOLTS	\$54.53	\$54.53

General Diagnostics

Qty	Part Number	Part Name	Price (ea)	Total
		No parts assigned		

DIAGNOSTIC COMPUTER

Qty	Part Number	Part Name	Price (ea)	Total
		No parts assigned		

Egr Cooler, Replace

Qty	Part Number	Part Name	Price (ea)	Total
1		COOLER, EGR	\$4,091.74	\$4,091.74
1		OIL FILTER NAV I334	\$49.64	\$49.64
1		O-RING 2.62 X 61.6 ID	\$5.35	\$5.35
1		CLAMP, V-BAND, TURBO, BEFORE 1	\$109.50	\$109.50
1		NUT, 1/4-28 STRAIGHT LINE	\$27.23	\$27.23
1		SEAL, LIP CROSSOVER TUBE	\$55.18	\$55.18
1		HOSE, AIR, FLEXIBLE	\$334.25	\$334.25
2		CLAMP, HEAT EXCHANGER	\$81.50	\$163.00
5		CLAMP, HOSE	\$86.46	\$432.30
2		HOSE, AIR INTAKE, CAC (CAC), F	\$81.24	\$162.48
1		TUBE ASSEMBLY INJECTION UNIT I	\$257.56	\$257.56
1		TUBE, INJECTOR COOLER, OUTLET	\$261.24	\$261.24
1		INJECTOR, DOSER, HYDROCARBON	\$803.73	\$803.73
1		TUBE, INJECTOR COOLER, INLET	\$217.56	\$217.56
3		BOLT, HEXAGON FLANGE M8X20 MPO	\$8.84	\$26.52
1		CLAMP, EXHAUST	\$35.53	\$35.53
1		CLAMP, V-BAND, EXHAUST, W/ QUI	\$86.99	\$86.99
1		M12X1.75X24MM SOCKET BOLT	\$4.39	\$4.39
1		NUT, M6 X 1.0 HEX FLANGE	\$2.47	\$2.47
4		CLAMP, AIR DUCT HOSE	\$105.40	\$421.60
2		BOLT, M8 X 12 HEX FLANGE	\$2.48	\$4.96
1		NUT, M8 X 1.25 X 10	\$6.38	\$6.38
8		COOLANT	\$15.69	\$125.52
1		TUBE, TURBO OIL SUPPLY	\$344.42	\$344.42
1		TUBE ASSY, TURBO, OUTLET PIPE TO TC1TOP/EBPS	\$235.82	\$235.82
1		HARDWARE	\$95.00	\$95.00

Exhaust Manifold And/Or Gasket, Replace

Qty	Part Number	Part Name	Price (ea)	Total
1		MANIFOLD,EXHAUST FRONT	\$2,834.93	\$2,834.93

DIAGNOSTICS AFTERTREATMENT

Qty	Part Number	Part Name	Price (ea)	Total
2		GASKET, V- BAND FLANGE	\$39.01	\$78.02
2		CLAMP V- BAND	\$116.85	\$233.70
2		STRAP, DPF HEAT SHIELD, AFTERTREATMENT	\$64.73	\$129.46
2		STRAP, DOC HEAT SHIELD, AFTERTREATMENT	\$64.80	\$129.60
1		CLAMP BAND 12" DPF DELTA-P	\$81.13	\$81.13
2		STRAP, CABLE LOCK	\$4.86	\$9.72

TEST DRIVE / OPERATIONAL TEST

Qty	Part Number	Part Name	Price (ea)	Total
		No parts assigned		