

**NEW DURHAM BOARD OF SELECTMEN**  
**Thursday, April 20, 2017 at**  
**5:00 PM (Non-Public 91-A: 3, II (a & c) / 7:00 PM- Business Meeting**  
**New Durham Town Hall, 4 Main St., New Durham, NH**

- I. Call to Order – 5:00 PM**
- II. Non Public Session for Personnel Matter RSA 91-A: 3 II (a & c)**
  - a. Staff Performance Reviews
- III. Appointments/Announcements- 7:00 P.M.**
  - a. Police Department- Awards/Recognition
  - b. Ethics Committee- Policy Change Request
- IV. Public Input- (15 minutes)**
- V. Agenda Review**
- VI. Town Administrator’s Report**
  - a. Policies for Annual Review- (New Business- BOS Mtg. 5/4)
    - a. Delegation of Deposit/Transfer Authority
    - b. Fund Balance Guideline
    - c. Investment Policy
  - b. Policies for review with proposed amendments
    - a. Town Hiring Policy
    - b. Town Appointment Policy
    - c. Purchasing Policy
  - c. New Policies for review for adoption
    - a. Sale of Town Property
    - b. Disposal of Project Byproducts and Materials
    - c. Select Board Operational Guidelines
  - d. Purchase order- DPW Insurance claim- Colony Autobody
- VII. New Business**
  - a. Select Board Member- Committee & Board Appointments
    - a. Budget Committee, Planning Board, CIPC, WCTV, Cyanobacteria Committee and Policy Review Committee.
  - b. Committee and Committee Nominations
    - a. Ethic Committee, CIPC, and Parks & Rec Commission.
  - c. Deputy Town Treasurer Appointment- Ann Brady
  - d. Conservation Commission Appointments- Ron Gehl & Curtis Richard
  - e. Town Highway Safety Committee Appointments- Scott Kinmond, Shawn Bernier, Don Vachon
  - f. Yield Tax assessments- Timber & Excavation
  - g. Tax Deeded Properties
  - h. Legal & Audit Firm selection
  - i. Goal Champion
- VIII. Old Business**
  - a. Policy Review Committee Charge
- IX. Review and Approval of Minutes.**
  - a. April 6, 2017 Meeting Minutes
  - b. April 11, 2017 Meeting Minutes
  - c. April 17, 2017 Meeting Minutes
- X. Request for Non-Public [RSA 91-A:3, II (a)(b) & (c)]**
  - a. Personnel Matter- employment (RSA 91-A:3, II (a) )
  - b. April 6, 2017, Nonpublic Minutes
  - c. April 11, 2017, Nonpublic Minutes
- XI. Adjourn**

# **TOWN OF NEW DURHAM**

## **PUBLIC PARTICIPATION AT BOARD MEETING**

The primary purpose of the Board of Selectmen's meeting is to conduct the business of the Town. Public meetings shall be open to everyone. The Board reserves the right to meet and to adjourn or recess a meeting at any time. The Board also reserves the right to enter non-public session at any time, in accordance with the provisions of RSA 91-A: 3.

**POLICY:** Public participation in the Board's regular meetings is a privilege that the Board may allow in order to hear town related business. At the same time, in order to assure that it may conduct its meetings properly and efficiently, the Board adopts the following procedures and rules pertaining to public participation at Board meetings.

### **PROCEDURES AND RULES:**

1. Public Input may or may not be scheduled on the agenda. If Public Input is on the agenda, then Public Input will not exceed 15 minutes unless extended by vote of the Board. Each speaker is limited to 5 minutes.
2. Public Input will be allowed only for town-related business.
3. The Board will not consider employee/personnel matters, or matters which if discussed in public would likely affect adversely the reputation of any person. Either of these matters may be directed to the Town Administrator during regular business hours.
4. The Chair of the Board conducts Public Input and receives the public commentary. The Chair will call on those wishing to be heard and only that person may provide commentary to the Chair
5. Persons who have been recognized by the Chair to provide commentary must state their name(s), address and the issue(s) that they wish to be heard on. Persons should speak directly to the issue, as concisely and completely as possible. Those who have not been recognized by the Chair shall not direct commentary to the Board.
6. When addressing the Chair, all speakers are asked to conduct themselves in an orderly and non-disruptive manner. Obscene, unduly repetitive, disruptive, discriminatory, criminally harassing or criminally threatening statements will not be tolerated from anybody in attendance at the meeting.
7. The Board will make no decisions during Public Input.
8. Once Public Input is finished, there will be no further commentary to the Board by individuals in the audience.
9. The audience may not talk with one another during the Board of Selectmen's meeting.
10. Any person whose conduct is in violation of this policy and who has caused an actual disruption of the meeting will be warned by the Chair that they must cease and desist such behavior. Should their behavior continue causing an actual disruption after due warning, they will be asked to leave the meeting room. If they do not leave, then the Chair will contact or authorize someone else to contact law enforcement and request that they be removed from the meeting room and/or arrested for disorderly or other illegal conduct, to the extent applicable.