

Approved

**NEW DURHAM BOARD OF SELECTMEN**  
**Minutes of Work Session at Town Hall**  
**Monday, September 20th, 2010 at 7PM**

**Call to Order: Theresa Jarvis, 7:00 PM**

**Members Present: Theresa Jarvis, Chair; David Bickford, Selectmen; Fred March, Selectmen**

**Also present:** Mike Durfor, NRRA; Mark Fuller, Road Agent; Cathy Orlowicz, Highway Department Assistant; Joe Bloskey, Transfer Station Foreman; Alison Rendinaro, Administrative Consultant; Mary McHale, Videographer; Peter Varney, Fire Chief

Mike Durfor, from NRRA, met with the Board to discuss recycling in New Durham. NRRA deals with municipal solid waste (MSW) as well as recycling. They recommend single-stream to their customers when appropriate. NRRA is working to refine the RFP process. They try to do the bid work for you; they will always get you at least 3 bids. They have full-time staff whose responsibility is to seek current market value for commodities.

Mr. Durfor made the Board aware that in this market, there is no one paying \$30 per ton for single-stream. The only places that are paying anything for single-stream in this market are paying \$5 per ton. Everyone else is charging.

Other nonprofit facilities in the region are Eco-Maine and Chittenden in VT, which is a Castello facility.

A question was raised as to what is actually being compared when the past presenters have mentioned percentage increases in communities that have moved to single-stream recycling. Mr. Durfor said that there was an EPA study done in which a 20-30% increase was found from those communities that moved to single-stream **and** curbside pickup. He said there has not been that much of a decrease in MSW in communities that simply moved to single-stream. He mentioned that if as a community, we do decide to move to single-stream, an out clause is necessary, and locking into a long-term contract is very dangerous. He said to make sure that it is stated in the contract that if a plant is shut down, the town is not responsible for moving the load to a different plant.

The Board thanked Mr. Durfor for coming in. He left at 7:45PM

The Board discussed the Mandatory Recycling Ordinance. The Board will make revisions to the ordinance by October 1<sup>st</sup>, so a compilation of the revisions can be ready for the second business meeting in October (10/18/10). The fees charged for the disposal of electronic waste are not high enough to offset the cost to the Town. There was a brief discussion of adding a Capital Reserve Fund for a scale at the Transfer Station. That might fall under an already existing CRF.

Cathy Orlowicz mentioned that NH the Beautiful will be coming to the New Durham Transfer Station on October 5<sup>th</sup> at 10:30AM, for a photo op with the town and the new skid steer.

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The Board discussed a bid for a culvert replacement on Valley Road. It was estimated to cost \$12,000. Road Agent Fuller received 3 bids.

S Cardinal and Sons Contr. at \$8,960.

Charles McKay Agg. and Contr. at \$12,740

No. Hampton Excavating at \$16,023

The bid was awarded to the lowest bidder.

**Motion to award the culvert replacement at Valley Road to S. Cardinal and Sons Contr. at \$8,960. Bickford/March 3-0**

The Board discussed the Road Agent Job Description. They received three versions of past Road Agent position descriptions and will review all of them. The Road Agent position will be advertised in house first. Discussion of a probationary period for the position ensued.

AC Rendinaro will write a memo to be posted in all departments for the Road Agent position.

Department head evaluations were briefly discussed. The Board will provide AC Rendinaro with their evaluations for four of the Department Heads, and she will put them together to present to the Board on Monday, October 4<sup>th</sup>. The Board will then meet with the Department Heads at a nonpublic work session on Thursday, October 7<sup>th</sup>.

Fire Chief Varney entered the meeting.

The Board discussed the cost of Hepatitis B vaccines and pre-employment physicals. The cost of adding these screenings to the pre-employment process will have significant budget implications. The cost of these tests will be placed in the personnel administration line of the budget. A discussion of the different types of physicals and tests ensued, as well as the hiring process of the Fire Department.

A reminder that the forester awarded the Shirley Forest bid will be attending the meeting of September 27<sup>th</sup>. The Board should review his proposal and come prepared with questions and decisions as to how to move forward.

The doors of the Town Hall were brought up briefly as a follow up to a meeting earlier in the year. It was decided that prior to looking into the doors, the Town would wait for the outcome of the Historic Building Assessment that was applied for this year through an LCHIP grant.

The perambulation with the Town of Wolfeboro was briefly mentioned. More than one member of the Board will be in attendance, and AC Rendinaro will get in touch with Wolfeboro to figure a time and date.

**Motion to allow Planning Board to utilize the services of Atty. John Teague for their 9/24/10 meeting. Bickford/March 3-0.**

Selectmen Bickford mentioned that he attended the LGC Legislative Policy seminar.

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**Motion** to enter into nonpublic session at 9:10PM under RSA 91-A: 3, II (e). Jarvis/Bickford 3-0

The Board entered back into public session at 9:30 PM

**-At 9:30 pm AC Rendinaro excused herself and Selectman Jarvis assumed the minute taking.-**

The Board and Fire Chief Varney continued their review of the draft Fire Department Regulations. Chair Jarvis will complete all the edits and get the final copy to the rest of the Board for final review. It is anticipated the regulations will be approved at an October meeting of the Board.

**MOTION:** To adjourn. March/Jarvis Vote 3-0

The meeting adjourned at 10:25 PM

*Respectfully Submitted,*

*Theresa Jarvis, Selectman and Alison Rendinaro, Administrative Consultant*