

**New Durham Board of Selectmen
Minutes of Meeting ~ March 7, 2011
Town Hall**

Members Present: Theresa Jarvis, David Bickford (arrived at 6:50 p.m.), Frederic March

Others Present: Administrative Consultant (AC) Alison Rendinaro, Road Agent Mike Clarke, Transfer Station Foreman Joe Bloskey, Building Inspector/Code Enforcement Officer Arthur Capello, Bradley Bosse, Cathy Orlowicz, Mary McHale

1. Call to Order – Chairperson Terry Jarvis called the meeting to order at 6:30 p.m. and led the Pledge of Allegiance.

2. Non-public Session I

Motion by Chair Jarvis to enter into non-public session at 6:32 p.m. under RSA 91-A:3 II (b), the hiring of any person as a public employee; second by Selectman March. 2-0.

Chair Jarvis and Selectman Fred March met with Transfer Station Foreman Joe Bloskey, HW/TS Office Manager Cathy Orlowicz, Candidate Bradley Bosse, and Administrative Consultant (AR) Alison Rendinaro. (Selectman David Bickford was not present, due to a conflict of interest.)

Motion by Selectman Fred March to hire Bradley Bosse pending the successful completion of a pre-employment physical; second by Chair Jarvis. 2-0

Motion by Chair Jarvis at 6:45 p.m. to come out of non-public session, second by Selectman March. 2-0

3. Appointments

Motion by Chair Jarvis to appoint James Fenske as alternate Inspector of Elections; second by Selectman March. 2-0.

Motion by Chair Jarvis to appoint Police Chief Shawn Bernier, Road Agent Mike Clarke, and Highway/Transfer Station Office Manager Cathy Orlowicz to the Highway Safety Committee; second by Selectman March. 2-0.

Selectman Bickford entered.

4. Department Reports

Highway – Road Agent (RA) Mike Clarke discussed an issue on Merrymeeting Road with the Board.

Motion by Selectman Bickford to take care of repairs on the garage at 31 Merrymeeting Road, damaged by the Town snow plow; second by Selectman March. 3-0.

RA Clarke said he'd been keeping track of time and material during the recent spate of bad weather, in case the Town could file for assistance. He said culverts are plugged with snow, but are not frozen. He reported water running over Valley Road and noted that the forecast is for an additional two inches of rain on Thursday. He said the

crew has logged a lot of overtime. Cathy Orlowicz added that this is the third week without a day off for the crew.

RA Clarke said logging in the area of Valley Road where water is running across may have contributed to the situation. He theorized that the water is following the skidder trails. Chair Jarvis thanked the highway department for its hard work.

Selectman David Bickford asked if local help could be hired to assist the highway department. RA Clarke indicated the department has been keeping up. He said he sends the crew home at midnight to sleep.

He provided Administrative Consultant Alison Rendinaro the bill for the diesel pumps. Chair Jarvis said that comes out of the highway department budget, and the Board may want to look to spread that around, as other departments use the pumps. RA Clarke said the Governor Wentworth School District uses the Town pumps to the tune of \$3,000 per month, so perhaps it should put something toward the pumps. Chair Jarvis agreed that we should start looking at the numbers, as it is a convenience for the school to use the Town pumps.

Selectman Bickford requested information regarding paving Brackett Road under the Road Service Management Plan. He said there were different maintenance costs on paved versus dirt roads, and as a resident along that road, he'd like to know. Selectman Fred March said paved roads are cheaper to maintain, once you are past the expense of putting them in. He noted that a large percentage of gravel is lost yearly on dirt roads and the Town's gravel pit will soon be closed.

OHRV/Snowmobile Registration Agent Agreement Renewal – **Motion by Chair Jarvis to reappoint Carole Ingham as the Off Highway Recreational Vehicle/Snowmobile agent; second by Selectman Bickford. 3-0.**

Selectman Bickford said many things the Town does do not pay for themselves, and Selectman March said this was one of them. Chair Jarvis said Ms. Ingham sees registering these vehicles as a service to the townspeople.

Motion by Selectman Bickford to authorize the chairperson to sign the agreement with New Hampshire Fish and Game Department for OHRV and Snowmobile registrations; second by Selectman March. 3-0.

Highway Safety Project Applications – Chair Jarvis said the police department has prepared applications for grants concerning enforcement patrols. The first is for \$4,950 for DWI patrols, and the second, \$5,062.50. Both are 100 per cent federally funded.

Motion by Chair Jarvis to approve the applications for Highway Safety grant money in the amounts previously specified; second by Selectman March.

Selectman March said he did not want to see any overtime or new hires related to these patrols. AC Rendinaro said overtime was included in the grant monies. She said the awards would not affect the Town's budget. Selectman Bickford said Police Chief Shawn Bernier had indicated the Town's police department is adequate. Chair Jarvis said the grants would provide additional money at no cost to the Town. Selectman Bickford pointed out that someone pays for it. He said federal money is going to where it is not needed. Chair Jarvis said she was willing to accept money for the Town. **3-0.**

5. Status Reports

Chair Jarvis congratulated Ms. Orlowicz on achieving Roads Scholar I. She also read a letter of appreciation from a citizen regarding Officer Reggie Meatley.

The Board discussed a letter from Steven Hamilton from DRA concerning putting together a mosaic partial map to be used on a property tax evaluation web portal. The letter asks if New Durham would like to submit data to become part of the project.

Motion by Chair Jarvis that the Town of New Durham participate in the mosaic partial map project undertaken by the Technology Transfer Station at the University of New Hampshire; second by Selectman Bickford. 3-0.

6. Old Business

Investment Policy – Chair Jarvis said all the questions she'd had regarding the policy had been answered to her satisfaction. She said the policy needed to be approved annually. She suggested approving it for 2010, and then reviewing it in April 2011 to establish April as the month review would take place. She noted Treasurer Janet Thorell delegated deposit authority to Ms. Ingham, Deputy Town Clerk/Tax Collector Stephanie MacKenzie and Finance Officer Vickie Blackden.

Selectman Bickford said 60 days after the close of the fiscal year should provide adequate time to prepare the required documents. He made suggestions for minor modifications, and suggested the policy not specify a specific month for annual review.

Motion by Chair Jarvis to approve the revised investment policy for the Town of New Durham, as amended; second by Selectman Bickford. 3-0.

Dog Ordinance – Chair Jarvis said the current penalties for a dog running at large and a nuisance dog are \$25 for the first offense and having to appear in court for a second offense. She proposed making the second offense a fine of \$50. For disclosure, Chair Jarvis said she has recently complained about a dog running at large. The Board scheduled a public hearing on the matter for March 21, 2011.

County Regionalization Efforts – Chair Jarvis said the Strafford County Commissioners are attempting to control expenses through regionalization of services and procurement, and are encouraging communities to participate in those efforts. She added that the resolution to do so will expire on March 6, 2012, giving the Board the opportunity to revisit the issue.

Motion by Chair Jarvis that the Board of Selectmen sign the resolution to encourage and participate in regionalization efforts; second by Selectman Bickford. 3-0.

Municipal Lease – Regarding the TD Equipment Finance document, AC Rendinaro said TD Bank was uncomfortable with rewriting the lease as Town Counsel suggested, so she handwrote it.

Motion by Chair Jarvis that the Board of Selectman sign the TD Equipment Finance, Inc. lease proposal for one new Volvo model G946 motor grader for a total of \$189,000 for a lease term of five years; second by Selectman Bickford. Chair Jarvis said the lease is subject to Town Meeting approval and funding at subsequent Town Meetings. **3-0.**

Motion by Selectman Bickford to authorize the chairperson to sign the lease proposal; second by Selectman March. 3-0.

MRI Contract – Chair Jarvis said changes to the contract include 40 hours per week and invoice paid within 20 days. She said, regarding Selectman Bickford’s request to look at salary scales, MRI indicated it would do the study for free if the Town signs a contract for two years. She said the contract allows the Town to hire AC Rendinaro as an employee with no penalty. She said Consultant might not be the best term for the position, as AC Rendinaro supervises staff. She said approval is subject to receiving the final, corrected document. The Board decided to evaluate AC Rendinaro tonight in non-public session.

7. Approval of Minutes

Motion by Chair Jarvis to approve the minutes of February 14, 2011, as amended; second by Selectman Bickford. 3-0.

Motion by Chair Jarvis to approve the minutes of the call-in meeting of February 24, 2011, as amended. 3-0.

8. Schedule Next Meeting

The Board scheduled its next meeting for March 21, 2011 at 7:00 p.m. at Town Hall.

9. Non-public Session II

Motion by Chair Jarvis at 8:24 p.m. under RSA 91-A:3 II (c) and (e); second by Selectman Bickford. A roll call vote was taken. Jarvis – aye, Bickford – aye, March – aye. Chair Jarvis said the only business to be conducted after non-public session might be to continue discussion of the MRI draft contract. The Board met with Building Inspector/Code Enforcement Officer Arthur Capello and AC Rendinaro.

Motion by Chair Jarvis to deny the request to waive penalty/interest costs for property owners on South Shore Road. 3-0.

The Board evaluated the performance of an employee.

Motion by Chair Jarvis at 9:51 p.m. to leave non-public session; second by Selectman Bickford. 3-0.

10. Any Other Business

Motion by Chair Jarvis to approve the contract with MRI from April 1, 2011 to March 31, 2013 with the changes discussed previously in the meeting; second by Selectman March. 3-0.

11. Adjournment

Motion by Chair Jarvis to adjourn at 9:53 p.m.; second by Selectman March. 3-0.

Respectfully submitted,
Cathy L. Allyn

A video recording of this meeting is on file with the Office of Town Clerk, is available for public viewing during normal business hours, and will be retained in accordance with

APPROVED BOS minutes 3/07/11

the New Hampshire Municipal Records Board rules established under RSA 33-A:4, or for a minimum of 24 months.