

**New Durham Board of Selectmen
Minutes of Meeting ~ November 5, 2012
Town Hall**

Members Present: Theresa Jarvis, David Bickford, Jeffrey Kratovil

Others Present: Town Administrator (TA) Jeremy Bourgeois, Police Chief Shawn Bernier, Fire Chief Peter Varney, Deputy Fire Chief K.G. Lockwood, Road Agent Mike Clarke, Scott Mitchell, Cathy Orlowicz, Dot Martin Veisel, videographer Jim Ladd, recorder Cathy Allyn

1. Call to Order – Chairperson David Bickford called the meeting to order at 6:00 p.m.

2. Non-public Session

Motion by Selectman Jarvis at 6:01 P.M. to enter into non-public session pursuant to RSA 91-A:3II (b) and (c); second by Selectman Kratovil. A roll call vote was taken: Bickford – aye, Jarvis – aye, Kratovil – aye.

3. Return to Public Session

The Board returned to public session at 7:06 p.m. Chair Bickford indicated the Board had interviewed candidates for police officer.

Motion by Selectman Jarvis to offer Scott Mitchell a position as a New Durham police officer, effective immediately; second by Selectman Kratovil. Chair Bickford said he had reservations about the amount of pay, but adding this position would bring the Town up to four full-time officers. Selectman Jarvis said it was hoped there will be space for Mr. Mitchell in the Police Academy's January session. **3-0.**

Motion by Selectman Jarvis to waive the vetting policy; second by Selectman Kratovil. 3-0.

Chair Bickford said there were to be future interviews for patrolman.

Motion by Selectman Kratovil to seal the non-public minutes of November 5, 2012; second by Selectman Jarvis. 3-0.

Mr. Mitchell said he appreciated the opportunity given him, and saw it as an honor and privilege. He said he was looking forward to working with the New Durham departments and residents.

4. Public Forum – Dot Veisel congratulated the Board on its decision to employ Mr.

Mitchell. She said she had been part of the interview process and was impressed with him.

5. Agenda Review – The Board made minor changes.

6. Appointment

Chair Bickford said K.G. Lockwood has been nominated to serve as Deputy Emergency Management Director. Selectman Jarvis said the job description is the same as the director's.

Motion by Selectman Jarvis to appoint K.G. Lockwood to be the Deputy Emergency Management Director for the Town of New Durham; second by Chair Bickford. 3-0.

7. New Business

Fire Station Water Issues – Regarding the back-up of water in the fire station, Fire Chief Peter Varney said a subsurface engineer was needed if water is disposed of below the surface. He said back flush is considered waste water, so that restricts where it can be dumped. He told the Board it could not be within 75 feet of the well.

He said the water could go in the septic system, but the size of that system is unknown, and it may not support the amount of water. Chair Bickford said if the water went in there and the system failed, the size would then be apparent. Chief Varney said they have been babying that system. He said they back flush three separate systems a day so the filter won't clog. Selectman Jarvis suggested trying back flushing every other day. Chief Varney said he assumed the water amount is high, with three buildings. He said he had not looked into options of filtering systems.

Selectman Jarvis summarized the situation by saying the water is slow draining and backs up in the station. She said an engineer would be needed for a chamber system. Chief Varney asked the Board if he should talk to system designers. Chair Bickford suggested getting direction from a plumber and asking DES about the discharge. Chief Varney said he would check with a system designer, also.

Road Agent Mike Clarke said one of the pipes needs to be thawed about once a week during the winter. He said a pipe was cut to prevent an ice situation and the remaining small pipe can't handle the amount of water. He noted that the highway department is not licensed to install a chamber system.

Small Claims Court – Ms. Veisel reported that she met with TA Bourgeois and all the documentation is in order.

Motion by Selectman Jarvis to authorize the Town Administrator to represent the Town of New Durham in Small Claims Court regarding the Creative Kid Club court cases; second by Chair Bickford. 3-0.

8. Department Reports

Highway Department Shed Addition - RA Clarke discussed the quotes he has received for the 16' x 40' addition on the back of the highway shed with the Board. He said the addition is for a 12'x16 room for the furnace and compressor; the lathe; and a 10' small garage door so the equipment mechanic can work on small vehicles in what would be a small fifth bay. He received three quotes for the slab, and one quote for the framing. He told the Board he contacted all six local contractors for the framing, but had no responses. He also received three budgetary quotes for the roof replacement.

Chair Bickford asked why the shed roof could not be repaired now, and RA Clarke explained there would then be seams when the roof on the addition was added. He advocated seamless roofing to prevent leaks. Chair Bickford said he believed the fire station ran into problems with the long sheets. RA Clarke cited other buildings with 165' sheets. Cathy Orlowicz said if a new roof were put on the shed now, cuts would have to be made for the furnace. She explained that when the furnace is relocated to the addition, all the cuts in that roof would have to be patched, resulting in numerous seams.

RA Clark said the former road agent demonstrated the space need to the Board. He said the furnace sits in the middle of two mechanic's bays and can misfire when welding occurs, causing soot to be pumped into the office and eating area. He said the furnace could not be relocated until the addition is on.

Regarding the roof, RA Clarke said all of the companies measured the roof the same way. He recommended standing seam roofing, with good warranties and a ribbing system that prevents leaks. He noted the quote from Drew's Affordable Steel Roofing. He told the Board that good pieces of the old roof could be used for the addition walls.

Discussion turned to the furnace and alternative energy. RA Clarke presented the figures for a wood chip boiler, which included an outside boiler, inside boiler, and building to store the wood chips. Chair Bickford said a wood chip furnace is too big for the highway department, and a pellet stove would be more appropriate. RA Clarke said he had no quote on pellets, as the Barnstead vendor has not yet gotten back to him. He said there was enough money in the CRF to complete the project now if the addition used an oil boiler, as the cost would be approximately \$71,000 and there is \$95,000 in the CRF.

Selectman Jarvis asked if the CRF was strictly for the addition. Chair Bickford said it was called Building Expansion. TA Bourgeois is to check the exact language to determine if the roof component and everything else discussed could be done from that CRF. RA Clarke is to determine the BTUs of the boiler and get prices on alternative energy and the price of an oil burner.

Ms. Orlowicz pointed out that the Joint Loss Management Committee did a safety review of the highway shed. She said there are not clear, safe walkways now. Chair Bickford said the highway department costs the Town a lot. He said when there is a lot of infrastructure, you have to maintain it. He said the costs needed to be justified, and we need to explore if the job can be accomplished with less.

RA Clarke said the Town tried to go with private contractors on one section and it did not work out. He said that the road agent in Strafford gets good money. Selectman Jarvis said contracts work at first, but when it's time to re-sign, prices go up. She said you lose control when you contract out.

She noted that Chair Bickford advocated putting the prosecution line in the police department budget. She said the Town's auditors said court prosecutions should be in the Legal account. She said comparing New Durham to Strafford and Barnstead is not comparing apples to apples. She said the Board needed to look at New Durham as New Durham. She said Chair Bickford was trying to turn New Durham into Strafford, and people live in New Durham for certain reasons.

Local Government Center Return of Surplus – Selectman Jarvis said part of the surplus money returned is money paid for health care and employees' cost of services.

Motion by Selectman Jarvis to return the money employees contributed to health care to them and return the rest to the Town; second by Chair Bickford. 3-0.

9. Old Business

Request for Outhouse – The Board discussed a request for an outhouse 105 feet from the Ela River on property known as Map 6 lot 26. TA Bourgeois is to determine if the river constitutes a public water body and how the Zoning and Land Ordinance applies, since the proposed privy is 20 feet closer to the water than it allows.

Land Use Administrative Assistant Position – The Board reviewed Land Use position hours in comparable towns. Cathy Allyn urged against slashing hours, since a savings will be realized by converting the position to part-time. She said a strong Planning Board was necessary to protect the town, and staff support was necessary for that. She said cutting the hours back too much would be penny wise and pound foolish.

Selectman Jarvis said she believed 24 hours plus one meeting a week would be a

reasonable amount. Chair Bickford said Don Jutton of MRI should give the Board a job description and recommendation on the number of hours to do the job. Selectman Jarvis said Land Use could be moved under the Town Administrator and the salary could be in the executive account.

The Board discussed posting the job after its meeting of November 19, 2012, when the number of hours and salary would be decided upon, noting that the new employee would therefore not have much time to train with David Allen. The Board discussed a salary range of \$15.50, which is the minimum for Grade 7, to \$18.00 per hour.

Chair Bickford asked if the Board had any interest in the police secretary taking on those duties. Selectman Kratovil said it appeared that her schedule is filled.

Police Department Prosecution – Selectman Jarvis said Financial Assistant Vickie Blackden communicated with the auditors because she was concerned about removing that line from the Legal account. Chair Bickford said he would look into the matter further.

Town Hall Repairs – Selectman Jarvis said she communicated with Peter Michaud of the NH Division of Historical Resources regarding using cement board on Town Hall. He indicated the material could be used without jeopardizing the building's status on the National Register of Historic Buildings, but replication would have to be exact. The Board discussed stain versus paint, and its previous discussion regarding bids on both quarter sawn clapboards and cement board. The Board decided to accept bids for only stained spruce clapboards.

Citizen Request – Chair Bickford said he was not interested in changing road names, as Lennie Nolan had requested. He said a lot is involved, as evidenced by the 911 changes process. Selectman Jarvis said she appreciated Paul Gelin's contribution to the town, but changing the name of the road could lead to multiple requests for name changes. TA Bourgeois is to write Mr. Nolan that the consensus of the Board is to not change the road name.

10. Approval of Minutes

Motion by Selectman Jarvis to approve the minutes of October 1, 2012, as amended; second by Selectman Kratovil. 3-0.

Motion by Selectman Jarvis to approve the minutes of October 15, 2012, as amended; second by Selectman Kratovil. 3-0.

Motion by Chair Bickford to approve the minutes of October 22, 2012, as amended; second by Selectman Jarvis. 3-0.

Motion by Selectman Kratovil to approve the minutes of October 29, 2012, as amended; second by Selectman Jarvis. 3-0.

11. Adjournment

Motion by Selectman Jarvis at 11:35 p.m. to adjourn; second by Chair Bickford. 3-0.

Respectfully submitted,

Cathy Allyn

An electronic record of the meeting is on file with the Office of Town Clerk, and some meetings can be viewed on the Town's web site on demand.