



NEW DURHAM BOARD OF SELECTMEN

Meeting Minutes

Monday, July 2, 2012 – Town Hall

Present: David Bickford, Theresa Jarvis, Jeffrey Kratovil

Also Present: Catherine Orlowicz, Chief Shawn Bernier, Deputy K.G. Lockwood, Clay Skinner-Videographer

Called to Order at 7:05PM by Chair Bickford. Pledge of Allegiance was led by Selectman Kratovil.

Agenda Review: Selectman Kratovil asked to add a Nonpublic section pursuant to 91-A: 3 II (c), as well as a discussion on masonry work on the bars in the basement.

Appointments/Announcements:

A Cocheco River Local Advisory Committee member is needed. If anyone is interested please contact Town Hall. Selectman Jarvis offered that the Alliance for Coastal Transportation (ACT) is looking for a town representative as well.

Cathy Orlowicz was asked about the jail bars in the basement. Selectman Kratovil had asked about the progress. TA Webb will follow up on the issue.

Selectman Jarvis asked Ms. Orlowicz to thank the Transfer Station staff for doing such a good job in response to the breakdown of the roto-phase after the lightning strike. The roto-phase converts power at the Transfer Station. Since it was stuck by lighting last Tuesday, the compactors have been down. Joe has been working diligently to expedite getting operations up and running. Bestway and NRRA have been working with us to try to reduce the burden of this as well.

CIP Appointments-

Motion to appoint JR Jones as a member-at-large to the CIP committee, made by Chair Bickford, seconded by Selectman Jarvis. 3-0

Motion to appoint Adam Buehne as budget committee representative to the CIP committee, made by Selectman Kratovil, seconded by Selectman Jarvis. 3-0

Motion to appoint Scott Drummey as the Planning Board representative to the CIP committee, made by Selectman Jarvis, seconded by Chair Bickford. 3-0

Motion to appoint Chris LaPierre as a member-at-large to the CIP committee, made by Selectman Jarvis, seconded by Chair Bickford. 3-0

Raffle Application - Motion to accept the Raffle Application of Amy DiJorio made by Selectman Jarvis, seconded by Selectman Kratovil. 3-0

Transfer Station Lightning Strike- TA Webb presented a purchase order for the replacement of the roto-phase at the Transfer Station. It was recommended to replace it with a Variable-frequency drive unit.

**Motion to sign the spend \$4,690 to purchase a yeska 15hrspower VFD unit with appropriate wiring etc. made by Selectman Jarvis, seconded by Chair Bickford.
Discussion: the Town will be reimbursed for much of the cost of this issue. 3-0**

Department Reports:

Fire Department – Comstar Ambulance Billing was discussed with the Board by Deputy Lockwood. He proposed that the Board allow him to follow-up with some of the runs that had no response, or insufficient information. He hopes to recoup some of the lost funding.

The Board would like a policy developed for determining how to recoup fees that have not been paid to the Town.

Motion to permit the Fire Department to follow-through on delinquent ambulance billing with a letter and phone call made by Chair Bickford, second by Selectman Jarvis. 3-0

Motion to authorize the Town Administrator to sign off, as a write-off, any Comstar accounts dated prior to September 1, 2010 made by Selectman Jarvis, second by Selectman Kratovil. 3-0

Selectman Jarvis asked Deputy Lockwood where the town stood in regards to Ossippee Valley Mutual Aid. He hopes to be able to come back with more information for the Board at the end of July, after they meet with OVMA.

Equipment Mechanic's Fuel Update-

The Board is interested in the volume of fuel that the Town purchases and how much the additives cost per gallon. They would also like an update about the additional treatments that are added to the fuel.

Parks & Recreation's Beach Attendant hire-

Motion to make Shauna Glenney a beach attendant made by Selectman Jarvis, second by Chair Bickford. 3-0

Building Inspector/Code Enforcement Officer- Every month, AC Capello reports to the census bureau all new construction permits and size, etc.

FEMA Flood Maps- in order to get the flood level changed, the town needs to hire a fly-over. We need to change our flood zone from a flood A zone to a non-flood A zone. The only way to

change the flood-zone is to change the maps. AC Capello is looking into figures. He has a budgetary number of around \$10,000 for a fly-over that maps the topographical areas to within 2 feet of the area.

Police Department- Part-Time Hire

Motion to enter RSA 91-A : 3 II (a)- made by Selectman Jarvis, second by Selectman Kratovil , Jarvis- aye, Bickford- aye, Kratovil- aye.

Motion to enter RSA 91-A: 3 II (c) - made by Selectman Kratovil, second by Chair Bickford, Jarvis- aye, Bickford- aye, Kratovil- aye.

Non-Public Entered into at 8:20pm. The Board met with Chief Bernier and TA Webb regarding the Part-Time Police Officer hire.

Public session entered at 9:09PM. In non-public session the Board of Selectmen discussed the part-time candidates.

Motion made that the candidates that successfully meet the physical agility test are given a preliminary offer of employment, made by Selectman Jarvis, second by Chair Bickford. 3-0

Selectman Kratovil offered the suggestion that after an oral interview, a Police officer candidate be given a writing test. Chief Bernier concurred with this suggestion, as did Selectman Jarvis. Chief Bernier will draw up a few scenarios for the next full-time hire.

Motion to recognize that the notification requirements have been met by Chris Chesley who has resigned made by Selectman Kratovil, second Selectman Jarvis. 3-0

Motion to approve the purchase of the Police Cruiser in the amount of \$23,383 made by Chair Bickford, second by Selectman Jarvis. 3-0

Revised LGC Agreement- since the Town has moved the Property and Liability, Unemployment Compensation and Worker's Compensation, the Town has to re-sign the agreement with the Local Government Center

Motion that the Chair be authorized to sign the Application and Participation Agreement with LGC acknowledging the change in service, made by Selectman Jarvis, second by Selectman Kratovil. 3-0

Fireworks Purchase Order (Funding for fireworks will come from donations and fundraisers- they will not be funded through the general fund). The Board reviewed the bids provided by the Parks & Recreation Department. They would like to revisit this topic at their meeting on Thursday, July 5, as more information is needed.

Motion to approve the amended minutes from June 4, 2012 made by Selectman Kratovil, second by Selectman Jarvis. 3-0

Motion to approve the amended minutes from June 18, 2012 made by Selectman Jarvis, second by Chair Bickford. 3-0

Motion to approve as amended the nonpublic 1 minutes of June 18, 2012 made by Chair Bickford, second by Selectman Jarvis. 3-0

Motion to approve as amended the nonpublic 2 minutes of June 18, 2012 made by Chair Bickford, second by Selectman Jarvis. 3-0

Motion to accept the June 26 public minutes as amended made by Chair Bickford, second by Selectman Kratovil. 2-0-with abstention from Selectman Jarvis.

The Board of Selectmen discussed whether they should seal the minutes of the previous.

Next meeting is July 5th at 9am. The Hiring Policy and the Dog Ordinance will be addressed. The next business meeting is July 16th.

Motion to excuse the vice-chair from the July 16th meeting made by Selectman Kratovil, second by Chair Bickford. 3-0

Motion to enter non-public session under RSA 91-A : 3 II (c) at 10:10PM made by Selectman Kratovil, second by Chair Bickford. Roll Call: Jarvis-aye, Bickford-aye, Kratovil- aye.

Non-public was entered into at 10:14pm in the upstairs meeting space in Town Hall.

Motion to accept the amended sealed nonpublic minutes of June 26, 2012 made by Selectman Kratovil, second by Chair Bickford. 2-0-1 with abstention by Selectman Jarvis.

Motion to come out nonpublic made by Selectmen Jarvis, second by Chair Bickford. 3-0

The Board came out of Non-Public session at 11:11pm. In non-public session the Board discussed two personnel issue with TA Webb.

Motion to adjourn made by Selectman Jarvis, second by Chair Bickford. 3-0

Respectfully submitted,
Alison Webb