

NEW DURHAM BOARD OF SELECTMEN
New Durham Library
November 2, 2015, 7:00p.m.

Present

Chair David Bickford
Selectman David Swenson
Selectman Gregory Anthes

Also Present:

Carter Terenzini, Interim Town Administrator
Dot Veisel, resident
Joan Swenson, resident
Bob Chase, resident
Clayton Randall, resident
Susan Randall, resident
Rob Tiede, resident
Virginia Fanjoy, resident
Kenneth Fanjoy, resident
Terry Jarvis, resident
Mark Sullivan, resident
Reginald Meattley, resident
Peter Varney, Fire Chief

Call to Order

Chair Bickford called the meeting to order at 7:00p.m.

Public Input

Dot Veisel, resident, submitted a statement regarding her presentation at a prior Board of Selectmen / Budget Committee meeting for the Ethics Committee and requested the statement be attached to these minutes.

Chair Bickford replied that the Board of Selectmen has two attorneys telling them the Ethics Committee is not interpreting the policy correctly. Ms. Veisel responded that the Town Attorney has reviewed the policy and stated actions were appropriate.

Selectman Swenson replied Ms. Veisel's point seems to be that the Ethics Committee has presented a resolution but the Board of Selectmen appear to be not interested in resolving the disagreement.

Joan Swenson, resident, referred to Ms. Veisel's statement and explained the steps the Ethics Committee had taken last year regarding the interpretation of the policies.

Agenda Review

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Interim Town Administrator Carter Terenzini added under Town Administrator's Report:
Date for Deliberative Session.

Department Reports

No department heads were requested to be present.

Town Administrator's Report

Consideration of Personnel Action Forms Re: Fire Department Position(s)

Selectman Swenson stated there are issues that need to be addressed before going forward. He stated none of the action items have been done which were requested in July by the Board of Selectmen to Fire Chief Varney. It was agreed among the Board of Selectmen that this would be discussed in non-public session at the end of the meeting.

**Consideration of Report of Oral Board Re: Police Department Position –
Administrative Assistant**

Interim Town Administrator Carter Terenzini referred to the report distributed to the Board of Selectmen regarding the applications.

Selectman Anthes stated it lacks how many hours the position will require and details of what the job entails. Interim Town Administrator Carter Terenzini replied the details are in the job description. He stated the position was budgeted for 32 hours even though the Board of Selectmen has not given a clear direction. It was clarified no offer of employment has been made. Interim Town Administrator Carter Terenzini stated he is asking for the authority to make a conditional offer of employment.

Selectman Swenson stated there is also an independent review that suggested 32 hours for the position. Selectman Anthes stated he has not seen the review or the job description.

Chair Bickford made a motion to authorize Interim Town Administrator Carter Terenzini to make a Conditional Offer to Amy Smith to transfer to the position of Administrative Assistant at the Police Department at the rate of \$17.00 per hour for a 28-hour per week position. Selectman Anthes seconded the motion.

Selectman Swenson made an amendment to the motion to make the hours up to 32 hours per week. Amendment failed for lack of second.

Selectman Swenson reiterated that the position was budgeted for 32 hours in at least the last two budgets and no changes were made last year; there were independent reviews which indicate 32 hours per week is the right amount and he feels they are short changing the Police Department by not providing sufficient support.

Motion passed, 2-1. Selectman Swenson opposed.

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Selectman Swenson state his opposition is not to the candidate but to the lower number of hours than what the job needs.

Deliberative Session

Interim Town Administrator Carter Terenzini stated the proposed date for the Deliberative Session is to be held at 7 PM February 3, 2016 at the New Durham Elementary School with a snow date of February 4, 2016.

Chair Bickford made a motion to set the Deliberative Session for 7 PM February 3, 2016 with a snow date of February 4, 2016 at the New Durham Elementary School, and these dates contingent upon no conflict in schedule with the School District session. Selectman Anthes seconded the motion. Motion passed, 3-0.

Old Business

Capital Asset Policy

Previously made edits were reviewed and discussed.

Public Participation Policy

The policy was reviewed and edits were made. TA to make the changes and bring back for review.

D. Waniski Re: Trapping on Town Lands

Interim Town Administrator Carter Terenzini distributed an email he sent to Mr. Waniski and explained Mr. Waniski was invited to attend tonight's Board of Selectmen meeting. Interim Town Administrator Carter Terenzini recommended that since Mr. Waniski is not present to answer questions, the Board of Selectmen deny the request.

Selectman Swenson made a motion to deny the request from Mr. Waniski to trap on Town Lands because there is insufficient evidence to properly consider any further action at this time. Selectman Anthes seconded the motion. Motion passed, 3-0.

New Business

None.

Other

There was further discussion of the hiring and rehiring policies as pertaining to the Fire Department.

The Town employee pay schedule was reviewed and discussed. It was agreed further work needs to be done.

Chair Bickford stated he wants to go forward with the Fire Department aises. Selectman Swenson confirmed he does not want to go forward on incorrect information. Chair Bickford replied they got their certificates and licenses were documented. Selectman Anthes agreed.

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Chair Bickford made a motion to give a merit increase to Joshua O to \$11.50 per hour. Selectman Anthes seconded the motion. Discussion:

Interim Town Administrator Carter Terenzini asked if the certificate covers the EM-1. Fire Chief Varney confirmed it does. Fire Chief Varney explained no certification is needed to join the Department and the Fire Department trains them and then raises are given after certifications are obtained. Rates for the various positions, levels and certifications were reviewed. **Motion passed, 2-1.** Selectman Swenson opposed.

Selectman Swenson clarified he is opposed because it is an action based on incorrect information.

Chair Bickford made a motion to increase the rate of Samuel Jenks from \$8.00 to \$10.50 per hour. Selectman Anthes seconded the motion. Motion passed, 2-1. Selectman Swenson opposed.

Selectman Swenson stated he is opposed because the information presented is not accurate or correct.

Chair Bickford made a motion to have Neil Burns receive adjustment to his pay from \$8.00 to \$11.00 per hour. Selectman Anthes seconded the motion. Motion passed, 2-1. Selectman Swenson opposed.

Selectman Swenson stated he is opposed because the information presented is not accurate or correct.

Terry Jarvis, resident, asked how some of the individuals could have achieved the certifications if they only recently came off of the probationary period. Selectman Swenson stated that is one of the reasons he is opposed and noted it is not in accordance with the Fire Department regulations.

Selectman Anthes stated the last Board of Selectmen voted to waive certain policies last year and if they did it then, they can do it now.

Selectman Swenson explained they did but it was done with complete and accurate information along with stipulations which is different than is what is being done now.

Ms. Jarvis stated they are now giving raises in violation of policy.

Ken Fanjoy, resident, asked where the 2% is going to come from if it was supposed to have been effective in 2011 and would back pay be given. Chair Bickford replied there is money in the budget.

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Chair Bickford made a motion referencing his prior motion to adjust Neil Burns's pay from \$8.00 to \$9.00. Selectman Anthes seconded the motion. Motion passed, 2-1. Swenson opposed.

Selectman Swenson stated he is opposed because the information presented is not accurate or correct.

Joan Swenson referred to the July meeting in which there was discussion of hiring and reappointment of employees and asked if the Board of Selectmen is comfortable with the Fire Chief not following through with what was asked of him. Chair Bickford stated he is not prepared to answer at this time.

Approval of Minutes

Meeting of October 19, 2015 – Public Session: Edits were made. **Selectman Swenson made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 3-0.**

Meeting of October 19, 2015 - Non-Public Session: Edits were made. **Selectman Anthes made a motion to approve the minutes as amended. Selectman Swenson seconded the motion.** Selectman Swenson clarified that even though the minutes were reviewed in public session, the minutes are still sealed. **Motion passed, 3-0.**

Selectman Swenson made a motion to revise the previously approved October 19, 2015 public meeting minutes to add a statement about why the non-public session of that date has sealed minutes. Selectman Anthes seconded the motion. Motion passed, 3-0.

Selectman Swenson made a motion to authorize Chair Bickford to sign on behalf of the Board of Selectmen ECB-E2 documents indicating election dates and Deliberative Session dates. Selectman Anthes seconded the motion. Motion passed, 3-0.

Adjourn

Selectman Swenson made a motion to adjourn. Selectman Anthes seconded the motion. Motion passed, 3-0.

The meeting was adjourned at 9:33p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 11/16/15