

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

**Present**

Chair David Bickford  
Selectman David Swenson  
Selectman Gregory Anthes

**Also Present:**

Carter Terenzini, Interim Town Administrator  
Janis Anthes, resident  
Ellen Phillips, resident  
Dorothy Veisel, resident  
Clayton Randall, resident  
Susan Randall, resident  
Joan Swenson, resident  
Terry Jarvis, resident  
Robert Chase, resident  
Mark Sullivan, resident (or Mark Foynes, Reporter, The Baysider or both??)  
Stephen Burrow, New Durham Fire Department  
Mike Varney, resident/ New Durham Fire Department  
JoshJosh Olszewski, resident  
Samuel Jenkes, resident  
Robert Chofay, resident  
Chris Waite, resident  
Marc Behr, resident/ New Durham Fire Department  
Valerie Behr, resident/ New Durham Fire Department  
Neal Burns, resident/ New Durham Fire Department

**Call to Order**

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

**Public Input**

Terry Jarvis, resident, stated that again an important meeting is not being taped and suggested the Board of Selectmen look into why the critical meetings of the Board of Selectmen are not being taped.

Clayton Randall, resident, asked for a follow-up on Phase 1 of the Meetinghouse restoration project and that it was left in Selectman Bickford's hands.

Chair Bickford replied he has not contacted Aaron Sturgis yet but has spoken with Steve Bedard and Steve Fifield.

*New Durham Board of Selectmen Meeting  
December 7, 2015*

Selectman Anthes said I'd like to respond to something that was said at our last Selectmen's meeting. We were talking about the \$18,000 of repairs to the Highway Department's Freightliner because it had not been properly maintained. Out of the blue, Joan Swenson brought up the Fire Chief which had nothing to do with what we were talking about. I raised my voice and asked "What does the Fire Chief have to do with this." The Ms. Swenson stated twice that I needed anger management which was totally inappropriate. I occasionally raise my voice, like some others. But because I raise my voice, it is not in anger it is sometimes in frustration, but most of the time it is in disappointment. I get disappointed, when we get off the subject, and don't focus in on correcting problems, that can save the taxpayers money and make departments more efficient.

**Agenda Review**

Interim Town Administrator Carter Terenzini added under New Business: Review of Purchase Orders; Discussion with Mike Clarke, Road Agent.

Chair Bickford added under Appointments: Mike Gelinas Memorial Request.

**Department Reports/Issues**

**Fire Department**

Fire Chief Varney stated the ladder truck went in for routine maintenance and it was determined it cannot be driven due to leaf springs being seized and brake drums/shoes needing replacement.

Neal Burns suggested routine maintenance was not performed for many years on this vehicle and bushings were not properly greased. The work needed to get the truck back on the road was discussed and it was noted the costs may be in excess of \$4,800.

Interim Town Administrator Carter Terenzini stated more decisions can be made when the balance of the full report is received.

Ellen Phillips, resident, asked how often the ladder truck is used. Fire Chief Varney replied it is used approximately 5 to 10 times per year but it's a vital piece of equipment they shouldn't be without.

**Selectman Anthes made a motion to appropriate the funds of \$4,800 to the Lakes Region Fire Apparatus, Purchase Order #1992. Selectman Swenson seconded the motion. Motion passed, 3-0.**

**Appointments/Announcements**

Mike Gelinas, resident, stated in memory of his father, Paul Gelinas Sr., he would like to put a bench at the Merrymeeting River boat launch area and, perhaps fix the sign also.

**Chair Bickford made a motion to grant a spot to Mike Gelinas to place a bench at the Merrymeeting River boat launch area, owned by the Town of New Durham. Selectman Anthes seconded the motion. Motion passed, 3-0.**

*New Durham Board of Selectmen Meeting  
December 7, 2015*

**Revised Submission on Fire Department Regulations/ Promotions of Various Firefighters**

The Fire Department Rules and Regulations documents were reviewed and discussed.

Selectman Swenson asked Fire Chief Varney if the action items requested at the July 1, 2015 Board of Selectmen meeting have been done. Fire Chief Varney replied he doesn't recall the other items requested but changes were made to the regulations. Selectman Swenson clarified Fire Chief Varney did not follow the directions requested by the Board of Selectmen which included a side-by-side comparison of the old and revised regulations.

Selectman Anthes and Chair Bickford stated they are comfortable with how the regulations are presented.

**Selectman Anthes made a motion to approve the Town of New Durham Fire Chief Varney Department Regulations as amended and presented December 7, 2015 to the Board of Selectmen. Chair Bickford seconded the motion.** Discussion: Selectman Swenson stated Fire Chief Varney was also asked to provide justification for the assistant chief position. Fire Chief Varney replied justification was provided to the Budget Committee and explained.

Selectman Swenson stated the positions and regulations are being weakened in the Fire Department. He stated he thinks they are doing a disservice to the taxpayers by not allowing the comparison and understanding of what is now in place so they know what the changes were in the future.

**Motion passed, 2-1. Selectman Swenson opposed.**

Ms. Veisel asked for clarification of Selectman Swenson's statement that the positions are being weakened. Selectman Swenson replied that when looking at the positions, the qualifications for training and certifications are less than they were before.

Chair Bickford replied he does not agree the qualifications are less.

Fire Chief Varney replied he takes into consideration individual specialties which are diverse.

Valerie Behr, resident, stated the Board of Selectmen gave promotions last year on the basis that certain qualifications be obtained and those still have not been completed.

Selectman Swenson replied that is not correct and the Board of Selectmen have held the individuals accountable. He stated those individuals who have not fulfilled the qualifications are no longer with the Fire Department.

*New Durham Board of Selectmen Meeting  
December 7, 2015*

Janis Anthes, resident, read comments made by Selectman Swenson at the May 5, 2014 Board of Selectmen meeting regarding the Fire Chief Varney Department rules and regulations.

There was discussion of various policies not being aligned.

Neal Burns, resident and member of the New Durham Fire Department stated that when he is working on a call he needs to know the other members of his department are qualified and dependable. He has full confidence in Fire Chief Varney and officers. Selectman Swenson stated that underscores the concerns he raised in regards to lowering qualifications of positions.

**Selectman Anthes made a motion that the Board of Selectmen approve the promotions of the following Fire Department personnel: Kevin Ruel to Assistant Chief, Michael Varney to Captain, Marc Behr to Captain, Valerie Behr to Captain, Jeffery Roberts to Lieutenant and they be paid the pay rate per effective date listed on their Personnel Action forms and the Board of Selectmen waive any policies that would delay these promotions. Chair Bickford seconded the motion.**

Discussion: Selectman Swenson stated they need to go into non-public session as he has comments about some individuals that the Board of Selectmen need to hear.

**The motion was tabled for further discussion in non-public session.**

Selectman Swenson stated on July 1, 2015 Fire Chief Varney was asked to go through the Town policies in regards to the hires and rehires of March 2015. Fire Chief Varney replied he has gone over this and he is working on it with Interim Town Administrator Carter Terenzini.

Interim Town Administrator Carter Terenzini stated he is sorting through information. He stated he doesn't think anyone should be hired until the background and pre-employment physicals are completed. This was not done with several individuals in the Fire Department as well as other Town departments.

**Town Administrator's Report**

**Report of the Oral Board Re: A&F Administrative Assistant II** - Interim Town Administrator Carter Terenzini stated two applications were received and interviews conducted. It was agreed to discuss further in non-public session.

**Adopt Job Description, Set Compensation, and Oral Board Representative Re: DPW Office Clerk** - Discussion postponed.

**Appoint Board of Selectmen member to Oral Board Re: Administrative Assistant I (Land Use)** - Interim Town Administrator Carter Terenzini stated the posting will be closed this week and interviews being set for December 17. Chair Bickford stated he would be the Board of Selectmen representative for the interviews.

*New Durham Board of Selectmen Meeting  
December 7, 2015*

**Set Date for Budget Review Continuation** -Interim Town Administrator Carter Terenzini stated this needs to be put off for another week as the Officer in Charge, Sergeant Meattey is on vacation for two weeks.

After discussion it was agreed to schedule the Budget Review continuation for December 15, 2015, 11:00a.m.

**Old Business**

**Respond to Request of Budget Committee Re: Parks & Recreation** – Interim Town Administrator Carter Terenzini stated this issue needs to be discussed in non-public session.

**Chair Bickford made a motion to enter into non-public session pursuant to RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (b) – the hiring of any person as a public employee. Selectman Anthes seconded the motion. Motion passed, 3-0.**

**Roll Call: Selectman Swenson – Aye; Selectman Anthes – Aye; Chair Bickford – Aye.**

The Board entered non-public session at 8:25p.m.

The Board reentered public session at 11:20p.m.

Chair Bickford stated that while in non-public session the Board of Selectmen discussed the firefighter promotions, Administrative Assistant II position, hourly rate for the Parks and Recreation Director, and the Town Administrator contract.

**Chair Bickford made a motion to take the Fire Department promotions off the table at this time. Selectman Anthes seconded the motion.**

Selectman Swenson stated he is concerned with the information regarding rates not being verified, issues with administrative overhead and issues with reliability of response with certain individuals.

**Motion passed passed by majority**

Motion by Selectman Anthes to approve the pay rates in accordance with the Personnel Action forms and Chairman Bickford 2<sup>nd</sup> second motion, Selectman Swenson opposed stating that there was no justification for the proposed rates and no analysis on the budget effect. Motion passed 2-1.

**Selectman Swenson made a motion to hire candidate #1, Jen Nadeau as recommended by the oral review panel to the position of Administrative and Finance Assistant II and make a conditional offer letter per Town Hiring Policy**

*New Durham Board of Selectmen Meeting  
December 7, 2015*

**with a rate of \$17.20- per hour with a performance review on or about July 1, 2016. The hire date to be December 22, 2015, offer conditional upon offer conditions and a clean vetting process. Selectman Anthes seconded the motion. Motion passed, 3-0.**

**Selectman Swenson made a motion to hire the Town Administrator candidate and to approve the amended draft agreement of December 7, 2015. Selectman Anthes seconded the motion.** Discussion: Selectman Swenson stated the draft agreement has been reviewed by legal counsel and all offers have been made before. Chair Bickford stated he is not in favor of the agreement due to the severance package. **Motion passed, 2-1. Chair Bickford opposed.**

**New Business**

**Job Description: Administrative Assistant II – Department of Public Works Clerk**

Selectman Swenson explained that because the candidate for the Administrative and Finance Assistant II is already employed by the Town, if she accepts the offer there will be an opening in the Department of Public Works.

Interim Town Administrator Carter Terenzini asked the Board of Selectmen to approve the job description for the position of the DPW Clerk with a pay range of \$14.61 to \$18.88 per hour and to authorize Interim Town Administrator Carter Terenzini from the applications submitted over the summer.

**Chair Bickford made a motion to adopt the revised job description for the position of Department of Public Works Office Clerk with a range of \$14.61 to \$18.88 per hour. Selectman Anthes seconded the motion. Motion passed, 3-0.**

Selectman Swenson agreed to be the Board of Selectmen representative for the interviews for this position.

**Respond to Request of Budget Committee Re: Parks & Recreation**

Dot Veisel, resident, asked if a decision had been made relative to a request made by the Parks and Recreation Commission.

Interim Town Administrator Carter Terenzini stated the question from the Budget Committee was whether there were sufficient funds in the budget for a raise for the Recreation Director. He stated it would require a decision by the Board of Selectmen whether to grant the raise.

Chair Bickford stated a decision was made on August 17, 2015. Selectman Swenson noted it was not a unanimous decision. Chair Bickford stated a letter was sent to the individual as well as Ms. Bernier.

**Approval of Minutes**

Meeting of November 16, 2015- Public Session: Postponed.

Meeting of November 16, 2015- Non-Public Session: Postponed.

*New Durham Board of Selectmen Meeting  
December 7, 2015*

**Adjourn**

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

The meeting was adjourned at 11:43p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 05-16-16