

**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Library**  
**September 21, 2015, 7:00 P.M.**

*DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.*

**Present**

Chair David Bickford  
Selectman David Swenson  
Selectman Gregory Anthes

**Also Present:**

Carter Terenzini, Interim Town Administrator  
Cecile Chase, resident  
Ellen Phillips, resident  
Clayton Randall, resident  
David Valladares, Equipment Mechanic  
Peter Varney, Fire Chief  
Cathy Allyn, resident  
Mark Sullivan, resident  
Lee Newman, resident

*(no attendance list provided)*

**Call to Order**

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

Selectman Anthes thanked the New Durham Fire Department and the New Durham Police Department for their outstanding and quick response to a horrific accident last week.

**Public Input**

Ellen Phillips, resident, read a personal statement to the Board of Selectmen regarding an article in *The Baysider* about a job posting for the Police Chief.

Cathy Allyn, resident, made comments in regards to the letter to request an extension for the LCHIP grant discussed at the last meeting. Ms. Allyn gave Mr. Sturgis' phone number to Chair Bickford and asked him to contact Mr. Sturgis to get an idea of the scope of work. Chair Bickford replied he has left a message for Mr. Sturgis but has not received a call back. Ms. Allyn asked that because it was Chair Bickford concerns that held up the project so they couldn't go forward this year to try to get in touch with Mr. Sturgis to get his questions answered.

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**Agenda Review**

Selectman Swenson added under Old Business: Welfare Guidelines update.

**Department Reports**

No reports were presented.

**Old Business**

**Welfare Guidelines Review**

Selectman Swenson stated they were notified by the Welfare Clerk that the Welfare Guidelines needed to be reviewed. He explained it was determined the Guidelines do not need to be reviewed annually unless there are significant changes from the State of New Hampshire or the Town.

**New Business**

**Library Trustee Appointment**

Selectman Swenson asked Lee Newman, the resident who was nominated at the last Board of Selectmen meeting as a Library Trustee, some questions regarding his experience with the New Durham Library.

Mr. Newman stated he has attended a Library Trustee meeting. He stated the library is a big part of his son's life and has been very helpful for them. Mr. Newman stated he grew up in a small town and this aspect is important to him. He also gave an overview of his career experience in social work and human services.

**Selectman Anthes made a motion to appoint Lee Newman for the Library Trustee to fill the remaining term to ending 3/ 2016. Selectman Swenson seconded the motion. Motion passed, 3-0.**

**NHAOO – Authorization to Cast Ballots and Instructions to Said Person**

A letter from the NH Association of Assessing Officials was reviewed. Chair Bickford stated this is in regards to authorization of casting ballots. Selectman Swenson explained the association is looking for someone to be authorized on behalf of the Town to cast a ballot for the association's board of directors. He stated they do need to verify that the Town is an official member of the association and this will be discussed again at the next Board of Selectmen meeting.

**Fire Command Vehicle**

David Valladares, Town Equipment Mechanic stated the vehicle will not pass inspection next March and noted the State of New Hampshire has changed inspection times for fleet vehicles which is now September. Mr. Valladares stated the command vehicle would not pass inspection now. He stated quotes were submitted to the Board of Selectmen last April for fixing the rust and it was determined at that time to keep the vehicle until March 2016 and have an alternate plan at that time. Mr. Valladares presented prices for a new command vehicle, a 2016 Ford Expedition, but noted State bids have not come out yet. He also presented a quote for outfitting the vehicle.

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Mr. Valladares stated Interim Town Administrator Carter Terenzini also suggested changing the Police Chief's vehicle over to the Command Vehicle and information was presented for that proposal.

Selectman Anthes stated he contacted the New Hampshire Safety Board and the Dealer Inspection Department. He was informed that because of lack of advance notice to municipalities, the State is moving that into 2016 and they can keep the vehicle in service until the current sticker expires.

Fire Chief Varney stated he doesn't mind keeping the vehicle on the road until March. He stated he doesn't think it would be the wisest thing to get the new vehicle right now.

Selectman Swenson agreed with postponing any purchases as the State bids have not come out yet.

Selectman Anthes referred to Capital Improvement Advisory Committee discussions and the Fire Department Capital Reserve Fund that includes funds for the equipment replacement. He noted the vehicle is already to cycle out.

Former Fire Chief ????, stated he was involved with the purchase of the last command vehicle. He suggested the use of a pickup truck and explained its expanded uses within the Fire Department.

**Highway Department Purchase Order – Backhoe Repairs**

Mr. Valladares gave an overview of a purchase order he presented to Interim Town Administrator Carter Terenzini. He explained it is for the mainframe of the backhoe and is a common problem. Mr. Valladares stated he made the call that it was a repair that was needed and that was why it was not presented prior to the work being done.

**Selectman Swenson made a motion to approve purchase order #2284 to Milton CAT for backhoe repair in the amount of \$7,036.19. Selectman Anthes seconded the motion. Motion passed, 3-0.**

Mr. Valladares presented his letter of resignation to the Board of Selectmen.

Selectman Swenson stated he regrets receiving this letter but understands the circumstances. Selectman Swenson thanked Mr. Valladares for his work and dedication over the years to the Town of New Durham.

Chair Bickford asked Mr. Valladares if he has any recommendations for moving forward with the department. Mr. Valladares replied there are many options but without knowing the thoughts of the Board of Selectmen and what they want to see, he can't really offer a recommendation.

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Clayton Randall, resident, stated after coming before the Board of Selectmen a few meetings ago, it seems Mr. Valladares doesn't have any confidence in the Board of Selectmen.

Ms. Phillips also thanked Mr. Valladares for his many years of service with his skills and leadership abilities.

**Request for Authorization of Additional Finance Hours**

Selectman Swenson stated Interim Town Administrator Carter Terenzini requests additional forty hours for the Finance Officer during the budget process to assist the Town in the budget process.

**Chair Bickford made a motion to authorize the Finance Officer to work an additional forty hours to help assemble the 2016 Budget. Selectman Swenson seconded the motion. Motion passed, 3-0.**

A resident asked if they are working to get a more permanent solution to the finance position. Chair Bickford replied they may consider bringing in a bookkeeper but it will be part of the budget discussions.

**Purchase Order – SRPC Mapping Services**

Ms. Phillips stated it has been many years since the maps have been updated but Strafford County has many resources available. She explained the maps are a huge asset to the Planning Board as well as members of the public.

**Chair Bickford made a motion to waive the purchase policy because it can't go out to get three quotes. Selectman Anthes seconded the motion. Motion passed, 3-0.**

**Chair Bickford made a motion to pay purchase order #1354 to Strafford Regional Planning Commission for mapping services in the amount of \$4,000. Selectman Swenson seconded the motion. Motion passed, 3-0.**

**Other**

Chair Bickford stated Jennifer Riel, the recording secretary for the Board of Selectmen will be resigning in October. Chair Bickford suggested asking Interim Town Administrator Carter Terenzini if he can do the minutes. Selectman Swenson stated he doesn't think it is good use of Interim Town Administrator Carter Terenzini's time and the minutes can be time consuming. He is in favor of having a separate individual do them.

Cecile Chase, resident, stated the recording secretary isn't typically present at the meetings and stated there seems to be problems with accuracy. The Board of Selectmen clarified many of the meeting minutes have not been approved. Selectman Swenson stated often times there are differing opinions amongst the Board of Selectmen on how the minutes should be worded.

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**Public Input**

Ms. Chase suggested looking for transcriptionists to fill the recording secretary position.

**Approval of Minutes**

Meeting of May 18, 2015, Public Session – Draft #5 was reviewed. Further edits will be reviewed on the video by Chair Bickford.

Meeting of August 3, 2015, Public Session- Edits were confirmed. Further edits will be reviewed at the next meeting.

Meeting of August 17, 2015, Public Session– Edits were confirmed. Further edits will be reviewed at the next meeting.

Meeting of August 21, 2015, Public Session – Edits were made. **Selectman Swenson made a motion to approve the minutes as amended. Chair Bickford seconded the motion. Motion passed, 3-0.**

Meeting of August 24, 2015, Public Session – No edits were made. **Selectman Swenson made a motion to approve the minutes as written. Chair Bickford seconded the motion. Motion passed, 3-0.**

Meeting of September 9, 2015, Public Session – Edits were made. **Selectman Swenson made a motion to approve the minutes as amended. Chair Bickford seconded the motion. Motion passed, 3-0.**

**Other**

Residents voiced concerns about the lack of police presence being a possible factor in the recent accident on Route 11 as the driver was reported to be texting while driving.

**Chair Bickford made a motion to enter non-public session pursuant to RSA 91-A: 3 II (c)- matter which, if discussed in public would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. Selectman Swenson seconded the motion for discussion and clarified the only purposes of this non-public session is to review minutes. Chair Bickford confirmed that is correct. Motion passed, 3-0.**

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

The Board entered into non-public session at 9:59p.m.

The Board reentered public session at ??????

**Adjourn**

Respectfully Submitted,

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Jennifer Riel, Recording Secretary