

*New Durham Board of Selectmen Meeting
July 18, 2016*

**NEW DURHAM BOARD OF SELECTMEN
New Durham Town Hall
July 18, 2016, 7:00p.m.**

Present

Chair David Bickford
Selectman David Swenson
Selectman Gregory Anthes

Also Present:

Scott Kinmond, Town Administrator
Dot Veisel, resident
Clayton Randall, resident
Alicia Hernandez, resident
Joan Swenson, resident
Ellen Phillips, resident
Robert Chase, resident
Jim Guica, resident
Mark D'Entremont, resident (spell?)
Donna Securino, resident (spell?)

Call to Order

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

Chair Bickford made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 II (b) – the hiring of any person as a public employee.

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

The Board entered nonpublic session at 7:01 p.m

The Board reentered public session at 7:28 p.m.

Chair Bickford made a motion authorize the Town Administrator to issue a conditional offer for Part Time Police Officer Andrew Crouteau at a rate of \$22.00 per hour subject to the Town's standard background checks, two week vetting periods, and the Town's hiring policy. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Appointments/Announcements

Public Input

Dorothy Veisel, resident, asked for follow-up on her questions to the Town Administrator regarding the residency plan for an appointee to the CIP. Town Administrator Kinmond

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will contact the individual to ascertain the status and residency intent of the CIP appointee.

Clayton Randall, resident, stated he talked with Fire Chief Varney about the naming of the Community Room. Mr. Randall stated there have been a lot of great chiefs through the years but feels it would be an insult to take away the Nelson name for the room.

Alicia Hernandez, resident, read a letter posted on K9 Fred's Facebook page and requested that the canine division be reinstated in Town. There was discussion of the costs associated with a town having their own canine unit but clarified that K9 Fred was funded through a grant and private sources.

Ms. Phillips stated it is her opinion that the Town needs to offer a significant sign-on bonus to get a full time officer to start immediately; she stated she also believes K9 Fred needs to be reinstated immediately. Selectman Anthes stated he had talked with Police Chief Bernier. The Board of Selectmen, Town Administrator and Police Chief are all on the same page on hiring new officer and retaining current officers. The Board of Selectmen have twice this year increased the pay to help entice new police hires. The Board of Selectmen have also looked into bonuses for new, certified police officers.

Agenda Review

No changes were made.

Department Reports/Issues

No department heads were requested to be present.

Town Administrator's Report

Town Administrator Kinmond stated Downing Pond dam was inspected last Friday and only a few items were noted that needed to be addressed including brush removal. He stated the Public Works Director is working on addressing various issues. The State inspector stated that the water levels statewide are running low. There was a question on potential tax relief due to the cyanobacteria situation on Downings Pond and Selectman Swenson asked that the TA get opinions of options to consider from the Town Assessor. Selectman Bickford provided information that he was a property owner abutter to Downings Pond. Town Administrator Kinmond replied the Pond was tested on Friday.

Town Administrator Kinmond stated they had a workplace inspection done by the Department of Labor (DoL) in 2014 and noted an inspector came again last week and there were just two issues noted. He stated the work will begin soon to address them and suggested funding come from the Expendable Trust Fund. Town Administrator Kinmond stated another DoL inspection would be done in two weeks.

Chair Bickford made a motion authorize the Public Works Director and Town Administrator to issue purchase orders #2328 to Contract Ronald Dumont at \$2900 and Middleton Building Supply purchase order #2329 at \$1200. Said expenditure for the project estimated at \$3900 to come from the Town's Building Improvement

Expendable Trust Fund account 01-4916-10-066. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Tax Deeded Properties

Town Administrator Kinmond stated the Town Clerk went through and updated the assessed values of the properties. Selectman Swenson noted he is aware of some people interested in purchasing lots. Chair Bickford stated he doesn't want to sell any Cople Crown properties except for the one with a structure on it, or to abutters. Chair Bickford, he prefers not to do an auction but to use real estate brokers. Selectman Swenson suggested auctions are opportunities to take care of the Town owned tax deeded properties quickly and get it back on to tax rolls. The properties were reviewed and discussed. The Board will take a look at the properties and let Town Administrator Kinmond know which route they want to go with the various properties.

Property Tax Interest Waiver Policy Review

Town Administrator Kinmond stated they were unable to find the previous policy but presented a draft document for review. He explained that historically the fee had been \$5 but some communities have less or more.

Selectman Swenson made a motion to approve the Town of New Durham Tax and Finance policy relative to waiver of interest of property taxes as amended. Chair Bickford seconded the motion. Motion passed, 3-0-0.

Public Participation Policy/Procedure

Our two Town attorneys, Primex and Upton & Hatfield, submitted changes and additions to our Public Participation Policy/Procedure. There was additional discussion. Selectman Anthes will merge these changes into the last revision dated 7/28/2016 and present that at the next Board of Selectmen's meeting.

Personnel Policy for Complaints Against Employees

The draft with further edits was reviewed and discussed. It was agreed by consensus that a separate clause needed to be drafted as part of the policy dealing with harassment complaints as they are required by federal and state law to be dealt with via specified treatment.

New Durham Community Room Facility

Town Administrator Kinmond stated he discussed the use with Fire Chief Varney and the main concern was that the room be available when an emergency management team needs to use it. There was discussion on the use by various groups.

Approval of Minutes

Meeting of July 11, 2016 – Edits were made. **Selectman Anthes made a motion to approve the minutes as amended. Chair Bickford seconded the motion. Motion passed, 3-0-0.**

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Meeting of April 18, 2016 – Further edits were reviewed and discussed with approval decision postponed until August 1, 2016 meeting.

Chair Bickford made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine or other levy, if based on inability to pay or poverty of the applicant & (e)- Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed against the public body or any subdivision thereof, or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Selectman Anthes seconded the motion.

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

The Board entered nonpublic session at 10:10p.m

The Board reentered public session at 12:26 a.m., (July 19, 2016)

Selectman Bickford made a motion to seal the minutes of the non-public session based on reputation. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Selectman Swenson stated that discussions during nonpublic session were centered on personnel compensation, litigation, and minutes.

Selectman Swenson made a motion to adjust the Parks & Recreation Director Nichole Hunters hourly wage rate to \$17.60, effective 7-18-16. Chairman Bickford seconded the motion. The motion passed 3-0.

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

The meeting was adjourned at 12:28 a.m., on July 19, 2016.

Respectfully Submitted,

Jennifer Riel, Recording Secretary and
Scott D. Kinmond, Town Administrator

Approved and Final 08-15-16