

*New Durham Board of Selectmen Meeting
August 15, 2016*

**NEW DURHAM BOARD OF SELECTMEN
New Durham Town Hall
August 15, 2016, 6:34 p.m.**

Present

Chair David Bickford
Selectman David Swenson
Selectman Gregory Anthes

Also Present:

Scott Kinmond, Town Administrator
Dot Veisel, resident
Terry Jarvis, resident
Ellen Phillips, resident
M. Sullivan, resident
M. Gelina, resident
J. Swenson, resident
J. Stetson, resident
C. Mollison, resident
M. Foynes, resident, Baysider reporter
W. Kendrick, resident

Call to Order

Chair Bickford called the meeting to order at 6:34 p.m.

Motion was made by Chairman Bickford to enter Non-public session under RSA 91-A: 3, II (c) & (e) Hiring, seconded by Selectman Anthes.

Roll Call Vote:

Chairman Bickford	Aye
Selectman Swenson	Aye
Selectman Anthes	Aye

Entered non-public session at 6:36 P.M., and moved to Selectmen's conference room.

Chair Bickford called the public session back to order at 7:19.p.m. He stated they discussed the payment of ambulance fees; the minutes will not be sealed.

Chair Bickford made a motion to authorize the Town Administrator to issue purchase order #2773 in the amount of \$2,750 to Roland Prive pursuant to Fourth Circuit District of Laconia, NH case #450-2016-CV-00021, agreement dated 8/5/16.

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Said funds to come from the Public Safety Facility CRF Account 4915-081-and to furthermore request the transfer of said funds by the Trustee of Trust funds. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Public Input

Dot Veisel, resident spoke about membership on the capital improvement committee.

Agenda Review

Chair Bickford added under New Business: Fire Department Wage Adjustments.

Old Business

Downing Pond Update

Mike Gelinas gave an update on the work he has done over the last two weeks. He stated he is addressing phosphorus levels and explained the resultant numbers.

Based on Gelinas information provided there are three categories of cyanobacteria levels: 1) pristine = < 15 ppb (or 15 mg/L); 2) Intermediate = 15 ppb – 25 ppb; 3) Enriched = > 25 ppb. Merrymeeting Lake is ca. 2 – 8 ppb with an average of 4 ppb. For the fish hatchery 80% – 90% of the water used comes from Merrymeeting Lake which translates into about 4 – 6 million gallons per day. Two culverts near the hatchery were tested with on resulting in 10 ppb and the other at 30 ppb. Historical data from 2015 not available yet. In 2006 one days test results ranged from 30 – 112 ppb. Jones Pond results from 2006 were in the 30 – 40 ppb range and in 2004 winter they were 10 ppb in one location in 40 ppb in another location. Three samples from Downing's Pond were taken: inlet @ 40 ppb, Manatoo Shore area @ 60 ppb, and the Route 11 boat launch @ 43 ppb.

Each test will cost between \$12-\$15 and future testing will need to be paid by the Town. Additionally, the Town may need to reimburse Mr. Gelinas for testing already done.

It could take some time for the levels to come down. There was discussion about ongoing testing. Selectman Swenson suggested further researching the potential causes and asked to discuss further with Mr. Gelinas sometime after the meeting.

Town Administrator's Report

Department of Public Works - Paving Bid

Town Administrator Kinmond stated in accordance with the purchasing policy bids for the scheduled paving were accepted and reviewed. He noted five bids were received and provided unit pricing. The bids were reviewed and discussed.

Board of Selectmen Meeting Schedule

Town Administrator Kinmond stated the September 5, 2016 Board meeting be moved to September 7, 2016 due to the Labor Day holiday.

Town Administrator Kinmond stated the meeting scheduled for October 3, 2016 also needs to be rescheduled due to a conflict. It was rescheduled to October 12, 2016.

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The joint meeting for scheduling meetings with the Budget Committee was scheduled for August 29, 2016 at 6:30 p.m.

Town Administrator Kinmond stated the Hazard Mitigation Plan is available for review in the Board of Selectmen office. Selectman Swenson asked who authored the Plan and if information was available as to what was changed from the prior Plan.

Purchase Orders

Chair Bickford made a motion to authorize purchase order #2272 to Strafford Tire Inc. in Brentwood, NH in the amount of \$3,654.50 for the purchase of six tires for the 2001 ladder truck. Said funds to come from the Fire Department Vehicle Repair Account 01-4220-10-660. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

It was noted that the tires purchased for the 2001 Ladder Truck were from state bid listing.

Town Administrator Kinmond presented a request for authorization for replenishing the Town Clerk's wages, benefits in regards to the leave accruals that were paid out to the prior Town Clerk. Selectman Swenson explained this is not an unusual transfer request.

Selectman Swenson made a motion to authorize the expenditure of transfer of \$20,272.97 from the Accrued Benefits Liability Expendable Trust Fund account 01-0496-10-062 said transfer to the following accounts: Town Clerk Wages line (01-4140-10-110) in the amount of \$17,061.92; Elections and Registrations FICA Fund (01-4140-95-215) in the amount of \$1,057.84. Elections and Registrations Medicare Account (01-4140-95-225) \$247.40 and Elections and Registrations NH Retirement account line (01-4140-95-231) in the amount of \$1,905.81 and to further request the Trustee of Trust Funds to release the funds for the said transfer. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Town Administrator Kinmond stated a request was received from the Administrative Assistant of the Town of Middleton for perambulation of the town line. TA Kinmond was authorized to contact the Town of Middleton and mutually agree as to survey company and cost sharing arrangements.

Correspondence

TA Kinmond stated a letter was received from Elizabeth Cantrall indicating her resignation from the CIP Committee as she is moving to another town. Selectman Swenson read the resignation email from Ms. Cantrall. Selectman Bickford asked whether we need to accept the resignation through a formal motion. TA Kinmond suggested it would be best to do so.

Chair Bickford made a motion to accept the resignation from Elizabeth Cantrall from the Capital Improvement Committee. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Selectman Anthes made a motion to nominate Tony Bonanno to the Capital Improvement Plan committee and to waive the two-week vetting process due to time constraints. Chair Bickford seconded the motion. Discussion: Selectman Swenson stated concern that Mr. Bonanno has been absent for the last four budget committee meetings; has a history of not fully looking at all the data and Selectman Swenson is concerned whether Mr. Bonanno would fairly represent the taxpayers. **Motion passed, 2-1-0. Selectman Swenson opposed.**

Fire Department Wage Increase

Chair Bickford suggested adding \$0.25 to the hourly rate of all personnel, retroactive to April 1. It was noted Fire Chief Varney has Okayed this. Selectman Swenson asked if the Finance Office has reviewed this suggestion and whether a budgetary impact analysis has been done. It was noted that the Finance Office has not reviewed the information. There was further discussion about going forward with raises. Selectman Swenson is concerned about going ahead without adequate financial review.

Tax Deeded Properties

Town Administrator Kinmond stated he received an inquiry about tax deeded lots in Copple Crown Village District from one who is interested in a property.

John Stetson, Copple Crown Village District, stated he has discussed with the Building Inspector regarding the steep slopes, septic system requirements, and soils. It was noted that many of the lots are not buildable. Mr. Stetson explained his plans of starting a wounded veteran's project. He stated he is also interested in getting the old ski area back up and running.

There was further discussion of the different methods of disposal of Town owned tax deeded properties including auction and sealed bid. Selectman Anthes provided his review of some of the properties.

Public Participation Policy

Selectman Anthes presented a revised copy of the draft for review. Selectman Anthes stated that we have had input from five other towns, the Board of Selectmen, the Town Administrator, the NH Municipal Association, our 2 attorneys (Upton & Hatfield and Primex), we worked on this for five months, and we have made 6 revisions. I think we can now vote on this. Selectman Swenson stated, "I think it is unnecessary because we already have a policy that covers it." Selectman Anthes stated that this past year we have had residents yelling and shouting out and disrupting the meetings preventing the Board of Selectmen from running the meeting and conducting business. TA Kinmond also concluded that the old policy needed to be cleaned up and thought that information from the attorneys was helpful to improve the new policy. Selectmen Bickford agreed.

Selectman Anthes made a motion to approve the Public Participation Policy at Board Meetings, revision of 8/9/2016. Chair Bickford seconded the motion. Motion passed, 2-1-0. Selectman Swenson opposed.

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Complaint Policy

The draft was reviewed and discussed. Selectman Anthes requested postponement of this until another meeting.

New Durham Fire Station Community Room

The public use policy was reviewed and further edits were discussed. The suggested name and appropriate uses were discussed.

Approval of Minutes

Meeting of July 18, 2016 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

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

The meeting was adjourned at 10:20p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 09-07-16