

**New Durham Board of Selectmen's
Meeting Minutes
New Durham Fire Station Community Room**

October 25, 2016

Members Present: Chairman David Bickford, Selectman David Swenson and Selectman Gregory Anthes

Also Present: Town Administrator Scott Kinmond, Police Chief Shawn Bernier, Police Sergeant Reginald Meattey, Police Administrative Assistant Amy Smith, Public Works Director S. Michael Gingras and DPW Office Clerk Karen Kehoe.

Call to order:

Chairman Bickford called the meeting to order at 1:12 p.m., at the ND Fire Station Community Room. The Board was introduced the Board and staff in attendance.

Appointments/Announcements:

None.

Public Input:

No one in attendance.

Town Administrators Report:

1. Budget Review Account 4210 – Police Department

Chief Bernier and Staff provided a line by line overview of the Police Department's proposed budget. Chief Bernier advised that this budget has a 5th Full Time Officer which would be hired around July 1, 2016, and would be presumed to be an uncertified Officer needing police academy training, etc. The Chief also reviewed a new on-call compensation proposal that is used by the Strafford County Sheriffs Office. The Chief stated that with adding the 5th officer in 2017 the budget is still within the funding philosophy of the Board of Selectmen and the Budget Committee. Chairman Bickford asked for the funding impact for 2018 for a full year with 5 full time certified officers and pointed out that this would impact the 2018 budget significantly in his opinion. The Chief spoke of the electrical upgrades with the generator tie-in to the FD emergency generator. Selectman Swenson asked why manual switching is done instead of automatic switching. The Board asked the TA to look into adding an automatic transfer switch to the generator system so it does not need to be done manually. No budget decisions made on this account at this time.

2. Budget Review Account 4312 – Highway & Streets

DPW Director Gingras and staff provided a line by line review of the budget. TA Kinmond and the Director spoke of the changes for winter maintenance relative to use of the treated salt vs. the use of sand salt mix. TA Kinmond advised the Board that there is not any savings due to the cost of the liquid deicer to treat the salt but the environmental impacts with the reduced amount for sand/salt will be better. Selectman Swenson requested changing the DPW Director to have his salary split 90% Highway and 10% to Solid Waste. TA Kinmond advised that the department budget is an increase compared to prior year do the changes in health insurance but this increase is offset by the Personnel Administration Account 4155 reductions, i.e. transferring the cost to the respective department and so the net effect is actually a reduction in total budget. Selectman Bickford wishes to add \$1,750 to Line 10-330 tree cutting making total for that line \$6,750. Selectman Swenson felt that Line 10-660 Vehicle Maintenance at \$51,500 was too high. It was noted that the current sand supply is projected to last approximately 1.5 years depending, of course, on weather situations during that period. Line 90-410 Street Lights felt to be under budgeted and that line increased by \$2,600 to \$12,800. No budget decisions made on this account at this time.

3. Budget Review Account 4324 – Solid Waste Disposal

The DPW Director and staff reviewed the budget line by line and the Director noted that the Bids for disposal are out and expected to be reviewed next month. Selectman Swenson mentioned the 90/10 split change on the Director salary for the wages line. TA Kinmond advised this budget would be higher due to the estimated disposal costs from the recently received bids.

4. Budget Review Account 4195 – Cemeteries

The DPW Director spoke to the maintenance and burials at the cemetery. The changes to this year's budget were explained. The primary change for 2017 is the contract mowing of the cemetery. The Board would like to check into the perpetual care trust funds to see what could be used to help offset the maintenance expenses including mowing.

5. Budget Review Account 4140 – Election & Registrations

It was noted that the original approval for this account was for three (3) elections in 2017 and based on current understanding there would only be two elections. Therefore Line 30-120 now \$1,680, Line 30-131 now \$450, and Line 30-690 now \$220 for an Account 4140 total of \$101,468.

Selectman Swenson made a motion to rescind the prior approval of October 18, 2016 for Account 4140 at \$102,209, and make a motion to approve \$101,468 for account 4140 - E&R. Selectman Anthes seconded the motion. Motion passed 3-0-0.

6. Budget Review Account 4155 – Personnel Administration

Selectman Swenson asked for corrections needed on various insurance lines on the budget sheet.

7. Health Insurance & Audit:

TA Kinmond distributed to the Board correspondences received from NH Interlocal Trust for 2017 Health Insurance rates and an email from the Auditor regarding their opinion regarding the GASB rules that they applied in their decision relative to the audit.

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

Meeting adjourned at 4:30 p.m.

Final Approved 01-09-17