

NEW DURHAM BOARD OF SELECTMEN
New Durham Library
May 2, 2016, 7:00p.m.

Present

Chair David Bickford
Selectman David Swenson
Selectman Gregory Anthes

Also Present:

Scott Kinmond, Town Administrator
Scott Brooks, TDS representative
Ron Troyer, TDS representative
Dot Veisel, resident
Terry Jarvis, resident
Jen Nyman, resident
Clayton Randall, resident
Susan Randall, resident
Michele Kenderick, resident
Mark Sullivan, resident
Lyn Sullivan, resident
Joan Swenson, resident

Call to Order

Chair Bickford called the meeting to order at 7:00p.m., and stated they would be starting with a public hearing pursuant to RSA 53:C-A, *Franchise and Regulation of Cable Television* for purposes of the TDS Telecom request.

Appointments/Announcements

TDS Telecom Franchise Hearing

Scott Brooks, TDS Representative, distributed copies of the Cable Franchise Agreement and gave an overview of the eight articles required by RSA within any franchise agreement. He stated the purpose of this hearing is to inform the public of the services and processes available to New Durham residents. A coverage map was distributed for review. It was noted the franchise agreement is a 10-year agreement. Additionally, it was noted that the franchise agreement applies only to the TV services offered as the broadband and telephone services included in the TDS fiber optic installations do not require franchise agreements.

[Swens1] Clayton Randall, resident, asked if the coverage would be extended to all the areas of Meaderboro Road. Mr. Brooks confirmed it would. It was noted that TDS.com has a map showing the schedule of installation and service coverage for different areas.

Terry Jarvis, asked about conversion charges for the modems and it was noted there will be no additional charges for the first box but additional boxes would be \$8/month. Ms. Jarvis asked how the proposed agreement works with the current Metrocast. Mr. Brooks

replied the companies modify their agreements so both companies are comfortable. He stated a template has been developed for use in surrounding communities including Alton and Gilmanton. Mr. Brooks stated there would be a live demonstration on May 14, 2016 and an opportunity for the public to speak with other salesmen at that time. He stated there is also a national call center available to customers.

Selectman Swenson stated that it is important to make Wolfeboro TV available as part of the franchise agreement.

Public Hearing on the TDS Franchise Agreement was closed at 7:24 PM.

Chair Bickford made a motion to approve a Special Events Application from TDS Telecom for Saturday, May 14, 2016 from 10-2 with a demonstration at the Town Hall. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

TDS fiber optic service launch dates were discussed with some areas beginning in mid-June and others in August.

Public Input

Dot Veisel, resident, asked for an update on legal costs for the lawsuits. It was stated that these were not yet fully received but information on this is available to the public.

Department Reports/Issues

No department heads were requested to be present.

Agenda Review

No changes were noted.

Town Administrator's Report

Town Administrator Kinmond gave an update and distributed information regarding wage and benefits study currently being done by Thornton and Associates. He stated there is a meeting scheduled for May 3, 2016 at 2:00p.m. with Thornton and Associates.

New Business

Tax Abatement Request

Chair Bickford made a motion to deny an abatement request for Map 206, Lot 31. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Annual Policy Review

Investment Policy

Town Administrator Kinmond distributed copies of the Investment Policy for review and discussion.

Chair Bickford made a motion to approve the Investment Policy. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Fund Balance Guideline

Town Administrator Kinmond distributed copies of the Fund Balance Guideline Policy for review and discussion. He noted this was revised in 2014. Chair Bickford stated this was discussed with the New Hampshire Department of Revenue Administration and noted their suggestions.

Selectman Swenson made a motion to approve the Town of New Durham Fund Balance Guidelines with the edit to add Selectman Anthes and delete Selectman Jarvis from the signatory line. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Deposit Transfer Authority

Town Administrator Kinmond noted revisions still needed to be made including changes for the treasurer, the edits in finance department and RSA updates. Further edits were noted.

Chair Bickford made a motion to approve the Delegation of Deposit Transfer Authority as amended May 2, 2016. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Building Inspector Appointment

Chair Bickford stated this is a new appointment as Peter Varney was in the position as Interim.

Selectman Anthes made a motion to appoint Peter Varney as the Building Inspector and Code Enforcement Officer at a rate of \$20 per hour with a term expiring March 31, 2017. Chair Bickford seconded the motion. Motion passed, 3-0-0.

Selectman Anthes made a motion to appoint Peter Varney as Health Officer with a stipend as budgeted for a term ending March 31, 2017. Chair Bickford seconded the motion. Motion passed, 3-0-0. There was discussion about whether the Health Officer appointment was a recommendation to the State or not. TA Kinmond to check into this.

Appointments and Nominations

Capital Improvement Committee

Chair Bickford stated applications have been received for the public at large members. Selectman Swenson explained the committee is comprised of one Board of Selectmen representative, one Planning Board representative, one Budget Committee representative and two at large representatives.

Selectman Anthes made a motion to nominate Dennis Martin for the CIP for the 2016 one year term. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Selectman Swenson made a motion to nominate Terry Jarvis for the CIP for the 2016 one year term. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Conservation Committee

Selectman Swenson made a motion to nominate Mark Sullivan to the position on the Conservation Commission. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Board of Selectmen 2016 Goals

Town Administrator Kinmond distributed a summary of the goals and these were reviewed and discussed.

The Copple Crown Village District lots taken by the Town for taxes were discussed. Chair Bickford stated he is opposed to wholesale selling the lots. Selectman Anthes concurred. Selectman Swenson indicated that during the prior review of this subject the Board of Selectmen addressed Copple Crown issues by requiring lot mergers to make these lots more conforming.

Selectman Swenson stated the goal of meeting minutes needs to be an ongoing, operational thing and is not really a goal level item.

Joan Swenson, resident, asked about the properties discussed in Copple Crown and clarified they would need to come under the zoning regulations if sold. It was confirmed this is correct. Any new construction would need to follow the regulations.

Terry Jarvis, resident, asked if the list of properties reflects all the merges done by the Board of Selectmen previously.

Dot Veisel, resident, asked how many properties were taken for back taxes. It was noted there were about 30 at one time but the list needs updating as to whether the three years has elapsed for others.

Approval of Minutes

Meeting of April 18, 2016 – Edits were made with approval postponed to the May 16, 2016 meeting.

Chair Bickford made a motion to enter 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; (c)- matter which, if discussed in public would likely affect adversely the reputation of any person. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

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

The Board entered non-public session at 9:06p.m.

The Board reentered public session at 10:11p.m.

Chair Bickford stated that while in non-public session they discussed wages and non-public meeting minutes.

Selectman Anthes made a motion to seal the non-public meeting minutes for May 2, 2016 for reputation. Chair Bickford seconded the motion. Motion passed, 3-0-0.

Selectman Anthes made a motion to adjust the hourly rate of pay for David Gray, Parks and Recreation staff, to \$9.00 per hour, effective May 2, 2016 and retroactive to August 4, 2014. Chair Bickford seconded the motion for discussion: Discussion: Selectman Swenson wants it to be clear that the prior Board of Selectmen took action earlier on this but it did not go back as far as August 2014. **Motion passed, 3-0-0.**

Selectman Swenson made a motion that given the Performance Evaluations of 2015 to adjust the hourly rate of pay for Nichole Hunter, Parks and Recreation Director, to \$17.25 per hour effective July 1, 2015. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Veterans Credits Applications

Chair Bickford noted the Assessor has signed off on the applications.

Chair Bickford made a motion to grant Phillip Holland, of 9 Smittys Way (Map 250, Lot 012), a permanent Veterans' Tax Credit in the amount of \$500. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to grant Roger Lavigne of 78 Valley Rd (Map 258, Lot 10) a permanent Veterans' Tax Credit in the amount of \$500. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to grant Ralph Estes of 14 Middleton Rd, a permanent Veterans' Tax Credit in the amount of \$500. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to grant Pieter Meulenbroek to place 16.52 acres in Current Use, Map 259, Lot 20. Selectman Anthes seconded the motion. Discussion: it was agreed that the information available was incomplete.

Motion and second was withdrawn for further verification and possible review by the Planning Board.

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

The meeting was adjourned at 10:23p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Final Approved 05-16-16