

New Durham Board of Selectmen Meeting

September 21, 2016

Draft

NEW DURHAM BOARD OF SELECTMEN

New Durham Fire Community Room

September 21, 2016, 5:30p.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:

Scott Kinmond, Town Administrator

Kevin Ruel, Assistant Fire Chief

Call to Order

Chair Bickford called the meeting to order at 5:42p.m.

Ambulance Replacement Proposal

Kevin Ruel, Assistant Fire Chief, noted the ambulance is 10 years old. i.e 2006 model. Mr. Ruel gave a summary of the mechanical problems with the vehicle costing ca. \$10,000 in repairs YTD. It was noted the vehicle was on cycle to be replaced last year. It was noted that replacement funding comes from fees for the ambulance services provided and collected.

Town Administrator Kinmond stated Neil Burns and others have been working on researching replacement options for the ambulance. Town Administrator Kinmond stated there have been discussions between him and the Fire Chief about the process for purchasing and replacing the current vehicle. Mr. Burns is concerned with more and more mechanical issues arising.

Town Administrator Kinmond stated most all the specifications for a new vehicle have been outlined. He noted there is no state bid available for it although he has been able to obtain 3 separate quotes. All are in the range of \$250,000. It was noted it would take about 6 months to receive. Town Administrator Kinmond stated that if the Board of Selectmen is in agreement, the bid could be posted and sent to current vendors. The ambulance fund currently has a balance of about \$277,000. A new vehicle is expected to have a life span of 10 to 15 years. There was discussion about going back to the CIP records of 2005/06 to determine the purchase and replacement plan for the existing ambulance. Selectman Swenson stated he would like to see the outline of the new vehicle specifications. Town Administrator Kinmond stated it is being compiled along with an RFP. There was discussion about warranty options and use of mutual aid. Additionally, it was projected that the new ambulance may have a life cycle of 10 – 15 years.

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Selectman Swenson had several questions which need to have response before any decision could be made. These are as follows:

- a) Was there a balance left in the fund after 2006 purchase of the current vehicle? If so, what was that balance? This information would be used to determine any fee adjustments that might need to be made in the future.
- b) Who has authority to expend, i.e. confirm that the BoS has that authority.
- c) Compare specifications developed for this new vehicle vs. those specifications of the current vehicle. This should include capabilities, equipment, etc.
- d) Develop vendor list and have a minimum of three (3) vendors bidding.
- e)

The consensus of the BoS was to continue to prepare the specification and development of an RFP while concurrently developing responses to the above questions.

Tax-Deeded Properties

Town Administrator Kinmond noted there was some misunderstanding relative to the auction contract edits. Further edits to the contract were made.

There was consensus to authorize Town Administrator Kinmond to sign the contract after the edits are made. He will forward the contract for final review prior to signing it.

Chair Bickford made a motion to approve the contract with the cited edits with Paul McInnis Inc., for purposes of Tax Deeded Property auctions, and authorize the Town Administrator to sign the finalized contract document. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Adjourn

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

The meeting was adjourned at 6:45p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary

Approved as amended 10-12-16