

*New Durham Board of Selectmen Meeting*  
*August 15, 2016*  
*DRAFT*  
**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Town Hall**  
**August 15, 2016, 7:00p.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  
Dot Veisel, resident  
Terry Jarvis, resident  
Ellen Phillips, resident

**Call to Order**

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

The Board entered into non-public.

Chair Bickford called the meeting 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. 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, stated she wanted to clear up some misunderstandings regarding committees. She referenced the NH State RSA and noted there is no limit for the number of members on the advisory CIP committee.

**Agenda Review**

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

**Old Business**

**Downing Pond Update**

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

**Town Administrator's Report**

**Department of Public Works - Paving Bid**

Town Administrator Kinmond stated in accordance with the purchasing policy, bids 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 was 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.

The joint meeting for scheduling meetings with the Budget Committee was scheduled for

Town Administrator Kinmond stated the mitigation report is available for review in the Board of Selectmen office.

**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.**

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 01-0496-01-062 said transfer to the following accounts: Town Clerk Wages line in the amount of 17,061.92; Elections and Registrations FICA Fund in the amount of \$1,57.84. Elections and Registrations Medicare Account \$2,47.40 and Elections and Registrations NH Retirement account line 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 at the town line. Chair Bickford suggested having a designated representative.

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**Correspondence**

Chair Bickford stated a letter was received from Elizabeth Cantrell indicating her resigned from the CIP committee as she is moving to another town.

**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 but the finance office has not reviewed and approved. 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 an abutter who is interested in a property.

John Stetson, Copple Crown Village District, stated he has discussed with the Building Inspector regarding the steep slopes and soils and it was noted that many of the lots are not buildable. Mr. Stetson explained his plans of starting a wounded veterans project. He stated he is also interested in getting the old ski area back up and running. There was discussion of the different methods of disposal of properties including auction and sealed bid. The properties were reviewed individually and discussed.

**Public Participation Policy**

Selectman Anthes presented a revised copy of the draft for review. It was noted the draft has been reviewed by Town Counsel. There was discussion about whether this policy is necessary.

**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.**

**Complaint Policy**

The draft was reviewed and discussed. Further edits were made.

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**Fire Department 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