

New Durham Board of Selectmen Meeting
October 27, 2016
Draft
NEW DURHAM BOARD OF SELECTMEN
New Durham Fire Community Room
October 27, 2016, 1:00p.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

Call to Order

Chair Bickford called the meeting to order at 1:10.m.

Old Business

Office Clerk Job Description

Town Administrator Kinmond stated edits were made. The draft was reviewed and discussed.

Chair Bickford made a motion to accept the job description for the office clerk as presented on October 27, 2016. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Town Administrator Kinmond gave an overview of the interview process and presented suggestions for candidates. He noted the position does not add to the number of employees at Town Hall but will increase the hours for a part time position. Interviews were conducted this morning and recommended Candidate #2.

Selectman Swenson made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (b) – the hiring of any person as a public 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 nonpublic session at 1:21p.m.

The Board reentered public session at 1:51p.m.

New Durham Board of Selectmen Meeting

October 27, 2016

Draft

Chair Bickford stated that while in nonpublic session the Board of Selectmen discussed the hiring of an office clerk at the Town Hall.

Selectman Anthes made a motion to seal the minutes of the nonpublic session. Chair Bickford seconded the motion. Motion passed, 2-1. Selectman Swenson opposed.

Selectman Anthes made a motion to make a conditional offer of employment to Amanda Noyes of Rochester, NH at an hourly rate of \$14.61 per hour and to begin the 2-week vetting period with start date of November 13, 2016. Selectman Swenson seconded the motion for discussion. Discussion: Chair Bickford is opposed to having the start date in the motion as it would require waiving the hiring policy. **Selectman Anthes withdrew his motion.**

Selectman Anthes made a motion to issue a letter of a conditional offer of employment to Amanda Noyes of Rochester, NH at an hourly rate of \$14.61 per hour and to begin the 2-week vetting period. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Budget Review

Account 4195 – Cemeteries

The account was reviewed. Suggestions were made for adding lines for contracted services.

Selectman Swenson made a motion to add line 330 to account 4195 in the amount of \$2720 for contracted services for an account total of \$?????. Chair Bickford seconded the motion. Motion passed, 3-0-0.

Account 4324 – Solid Waste Facility

There was discussion of solid waste and recycling processing as well as the haul numbers. Selectman Swenson suggested using the number of hauls but the lower rates. There was further discussion of recycling and disposal rates and suggested the worksheet needed to be reworked. Town Administrator Kinmond suggested following the Department Head's figures. There was extensive discussion of the budget.

Chair Bickford made a motion to approve account in the amount of \$241,960. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Account 4312- Highway Department

Town Administrator Kinmond gave a summary of the budget lines. The budget was discussed and edits made to the salary line for the part time seasonal position and contract services.

Selectman Swenson made a motion to approve account 4312 in the amount of \$824,376. Chair Bickford seconded for discussion. Discussion: There was further discussion of the salary, contracting and equipment lines. **Motion passed, 3-0-0.**

*New Durham Board of Selectmen Meeting
October 27, 2016
Draft*

Account – Police Department

There was extensive discussion of the budget lines. The benefits and retirement calculations were reviewed and explained.

Adjourn

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

The meeting was adjourned at 5:28p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary