

New Durham Board of Selectmen Meeting
April 18, 2016
DRAFT
NEW DURHAM BOARD OF SELECTMEN
New Durham Town Hall
April 18, 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
Scott Brooks, TDS representative

Call to Order

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

Appointments / Announcements

Scott Brooks of TDS gave an introduction to new services being offered to New Durham. He explained fiber optic cable would soon be available. Maps were distributed and reviewed. Mr. Brooks gave an overview of the packages, which will be available to customers. Copies of the cable franchise agreement was presented to the Board of Selectmen for review. Mr. Brooks also explained the areas of New Durham which will be covered and the implications with other provider's territories. Mr. Brooks answered questions from members of the audience.

Public Input

Terry Jarvis, resident, stated at the last meeting the Board of Selectmen decided the CIP positions would be filled and referred to minutes of December 2014. Ms. Jarvis noted draft minutes are still not being posted on the website.

Jen Nyman, Parks and Recreation Commission, asked for the status on reappointments to the Parks and Recreation Commission. She stated many seats are open or on holdover status. Chair Bickford replied his opinion is that there will be no reappointments but they remain on board indefinitely. Ms. Nyman clarified that means its until they find new bodies to fill the positions and they can be replaced without notice. Chair Bickford confirmed that is correct. Ms. Nyman asked if the Board of Selectmen intends to reappoint or fill the open positions so they have a full board of 7. Chair Bickford stated nothing has changed since the last meeting. Selectman Swenson stated his opinion has not changed and individuals need to be

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reappointed from holdover status and noted he did so at the last meeting. Ms. Nyman asked when the committee can meet with the Board of Selectmen regarding wage issues for employees. Chair Bickford replied they could try to schedule something with Town Administrator Kinmond. Joan Swenson, resident, asked if this has always been the process with reappointments and members remaining in holdover status. Chair Bickford replied it has been for the last two years. Selectman Swenson replied it has not always been the way of the Board of Selectmen but it is Chair Bickford's interpretation. Ms. Swenson stated they are creating an environment where people don't feel trusted. Susan Randall, resident, stated if someone is on a commission or appointment and there isn't a regular appointment or confirmation, but are expected to attend training, etc, they don't feel it's fair to possibly be replaced at any moment.

Agenda Review

None.

Department Reports/Issues

Joe Bloskey, Solid Waste Facility Foreman, gave an update on the fire that occurred at the Solid Waste Facility on Sunday.

Don Vachon, Highway Department, gave an update on gate repairs at the Town Pound area; stated they are in the process of grading roads and will be ditching soon.

Town Administrator's Report

Town Administrator Kinmond stated Police Chief Bernier was reinstated April 11, 2016 and is working with the Interim Police Chief to facilitate the transition. Joint Loss Committee meeting minutes were distributed to the Board of Selectmen for review. Town Administrator Kinmond stated they are looking for more individuals to join the committee. A training session will be set up for May. He noted Department Reports and Parks and Recreation Newsletter were distributed to the Board of Selectmen.

Old Business

Appointments

Town Clerk Appointment

Town Administrator Kinmond presented a letter from the New Hampshire Department of Motor Vehicles regarding the appointment by the New Durham Board of Selectmen of Stephanie MacKenzie as the Town Clerk.

Selectman Swenson made a motion to appoint Stephanie MacKenzie pursuant to SAFC 519:02(B) as a New Hampshire Department of Motor Vehicle Municipal Agent. Chair Bickford seconded the motion. Motion passed, 3-0-0.

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Tax Collector/Deputy Town Clerk

Town Administrator Kinmond stated that pursuant to the Town's hiring policy, a conditional offer of employment was offered to Dawn Young effective April 19, 2016.

Chair Bickford made a motion that in accordance with the Town's Hiring Policy, Dawn Young be appointed as Tax Collector/Deputy Town Clerk effective April 19, 2016. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Department of Public Works Director

Town Administrator Kinmond stated the necessary background checks have been completed and everything is ready for an official appointment.

Chair Bickford made a motion that S. Michael Gingras be appointed to the position of the Department of Public Works Director effective April 19, 2016. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Selectman Swenson made a motion to appoint Tom Berube for the Conservation Commission with a term of office to expire in 2019. Selectman Anthes seconded the motion. Chair Bickford stated he prefers to go by RSA 41:57-A. **Motion passed, 2-1-0. Chair Bickford opposed.**

Selectman Swenson made a motion to appoint Janis Anthes to the Zoning Board of Adjustment with a term to expire 2017. Selectman Anthes seconded the motion. Motion passed, 2-1-0. Chair Bickford opposed.

Selectman Swenson made a motion to appoint Clayton Randall to the Meetinghouse Committee. Selectman Anthes seconded the motion. Motion passed, 2-1-0. Chair Bickford stated they are not following their policy because he Mr. Randall has not attended a committee meeting. Selectman Swenson stated he considers his attendance at the Site Meeting to adequate and suggested if the committee doesn't have enough members to have a quorum the new members can be added. **Chair Bickford opposed.**

Selectman Swenson made a motion to appoint George Gale to the Meetinghouse Committee. Selectman Anthes seconded the motion. Motion passed, 2-1-0. Chair Bickford opposed.

Selectman Swenson made a motion to appoint Janis Anthes to the Meetinghouse Committee. Selectman Anthes seconded the motion. Motion passed, 2-1-0. Chair Bickford opposed.

Chair Bickford made a motion to waive the policy. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

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Building Inspector/Code Enforcement

Town Administrator Kinmond stated the term for the position ran out effective March 31, 2016 and Peter Varney is now in holdover status for this position. Town Administrator Kinmond has discussed this with the Mr. Varney and he is willing to fill in but would be looking for a deputy inspector to help out.

Chair Bickford made a motion in accordance with the Town's Appointment Policy to nominate Peter Varney to the position of Building Inspector/Code Enforcement Officer at a rate of \$20.00 per hour with appointment to expire March 31, 2017. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

New Business

Abatements

Town Administrator Kinmond presented materials provided by the Assessing Office to the Board of Selectmen for review and action.

Chair Bickford made a motion to accept the recommendation of the contracted assessor to deny the application for abatement for Map 209, Lot 007; Map 267, Lot 25; Map 121, Lot 52 and 51. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to accept the recommendations of the contracted assessor to issue abatements to the following: Map 110, Lot 14 in the amount of \$723.01; Map 201, Lot 22 in the amount of \$1,061.64; Map 121, Lot 59 and 27 in the amount of \$1,093.56; Map 235, Lot 21 in the amount of \$388.62; Map 219, Lot 12 in the amount of \$1,982.88. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Board of Selectmen Goals and Objectives for 2016

Town Administrator Kinmond distributed a summary of the suggested goals for review. The list was reviewed and discussed.

Approval of Minutes

Meeting of March 29, 2016 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended of March 29, 2016. Selectman Swenson seconded the motion. Motion passed, 3-0-0.**

Meeting of April 4, 2016 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended of April 4, 2016. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

Meeting of March 21, 2016 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended of March 21, 2016. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

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Motion by Chair Bickford to enter nonpublic session under RSA 91-A: 3, II (a) (b) and (c) compensation, Hiring and reputation. Seconded by Selectman Anthes. Roll Call vote to enter nonpublic session:

Mr. Bickford **Aye**

Mr. Anthes **Aye**

Mr. Swenson **Aye**

Enter nonpublic session at 8:40 p.m., and adjourned to the Selectmen conference room

Business was reconvened in public session at 9:39 p.m., in the Town Hall Meeting room. **Selectman Bickford made a motion to seal the non-public because it determined that divulgence of this information would affect adversely the reputation of any person other than a member of this board. The motion was seconded by Selectman Anthes, and passed 3-0, Selectmen Swenson stated it is subject to future review.**

Roll call to seal the minutes:

Sel. Bickford Yes

Sel. Swenson Yes

Sel. Anthes Yes

Chairman Bickford made a motion to revise the conditional offer of employment for David J. Daniels Jr. as a Police Officer for the Town of New Durham at the rate of \$17.46 per hour, contingent of compliance with the entrance testing for the police academy session in August 2016, and to participate in internal testing by the New Durham Police Department, leading to the ability to pass all entry requirements for the police academy. Seconded by Selectmen Swenson and the motion was passed 3-0.

Chairman Bickford made a motion that in accordance with the Town's Hiring Policy that David J. Daniels Jr. be appointed to the position of Police Officer per the amended conditional offer of employment of 4-18-16, said hire effective 4-25-16. The motion was seconded by Selectman Anthes, and passed 3-0.

Other Business:

The Board by consensus Directed Town Administrator Kinmond to post the Cable Franchise Public Hearing notice for May 2nd, 2016 at 7 p.m.

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Chairman Bickford stated that the Board needs to meet with the Parks & Recreations Commission, and he would like to recommend the commission be reduced from 7 to 5 commissioners. TA Kinmond to place this on a future agenda.

The Board also wants to be sure we have all the Annual reviews from the Highway, Police and Recreation Departments so the Board can move forward after receiving the wage and benefit study.

Chairman Bickford asked the Town Administrator to locate the policies for Annual review so they can be added to a future agenda; Investment Policy, Treasurer's Policy etc. TA Kinmond to research these and report back

Selectman Anthes made a motion to adjourn the meeting, Selectmen Swenson seconded the motion, and it was moved 3-0. The meeting was adjourned at 9:52 p.m.

Respectfully submitted,
Jennifer Riel, Recording Secretary and
Scott D. Kinmond, Town Administrator