

*New Durham Board of Selectmen Meeting*  
*May 2, 2016*  
*DRAFT*  
**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Library**  
**May 2, 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  
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*.

**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. He stated the purpose of this hearing is to inform the public of the services and processes available to New Durham resident. A coverage map was distributed for review. It was noted it is a 10-year agreement.

**Public Input**

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 existing boxes. Ms. Jarvis asked how the proposed agreement

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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 in a couple weeks and an opportunity to speak with other salesmen. He stated there would be a national call center available to customers.

**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.**

Launch dates were discussed with some areas beginning in June and others in August.

**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 up update and distributed information regarding the benefits study currently being done by Thornton and Associates. This was reviewed by the Board of Selectmen and discussed. He stated there is a meeting scheduled for tomorrow 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. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

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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 21, 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 21, 2017. Chair Bickford seconded the motion. Motion passed, 3-0-0.**

**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.**

**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 selling any of the lots and Selectman Anthes

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concurred. Selectman Swenson stated the meeting minutes need to be an ongoing, operational thing.

**Public Input**

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. It is unclear whether the list has been updated.

Dot Veisel, resident, asked how many properties are looking at for back taxes. It was noted there were about 30 at one time but it's unclear whether the three years has elapsed for others.

**Approval of Minutes**

Meeting of April 18, 2016 – Edits were made.

**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 the rate 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 Evaluation of 2015 to adjust the hourly rate of pay for Nichole Hunter, Parks and Recreation Director,**

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**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 Newleneronk to place 16.52 acres in Current Use, Map 259, Lot 20. Selectman Anthes seconded the motion.** Discussion: it was agreed in complete information was available.

**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