

*New Durham Board of Selectmen Meeting*  
*January 30, 2017*  
*Draft*  
**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Fire Community Room**  
**January 30, 2017, 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 1:00p.m.

**Agenda Review**

Town Administrator Kinmond added under Town Administrators Report: meeting with Tim Goodwin/WCTV; ambulance update.

**Town Administrator's Report**

Town Administrator Kinmond stated the Town Warrant has been posted and an affidavit for the Town Clerk was submitted.

Town Administrator Kinmond stated he met with Tim Goodwin of Wolfeboro Community TV this morning and he read the Town Warrant along with the Board of Selectmen recommendations which will be posted on the television station at 7:00p.m. tonight. He stated Jeff Allard, alternate member on the Planning Board, did the same for the Planning Board in regards to the proposed zoning ordinance change.

Town Administrator Kinmond stated in Mr. Goodwin submitted a proposal for 2017 WCTV video production services. They also discussed other options available for recordings and future coverage. There was discussion of the services that are desired by the Board of Selectmen.

Town Administrator Kinmond stated the loaner ambulance was delivered today and they are working on the equipment swap over.

**Town Warrant Posting**

Chair Bickford stated the MS-737 article for the roads indicates \$330,000 from taxation which is incorrect. This was reviewed and discussed. TA Kinmond explained that the offsetting revenues are located in the revenue portion.

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**Legal Audit RFP**

The RFPs were reviewed from four firms and discussed. Town Administrator Kinmond stated he believes they are all pretty similar and suggested the Board of Selectmen review for their recommendations. It was noted five RFPs were received for legal services. Selectman Anthes asked Town Administrator Kinmond to contact other communities to get their input on good representation. Selectman Swenson suggested each selectman give their top three.

**Building Inspector/Code Enforcement Officer Position**

Town Administrator Kinmond stated he conducted the checks on the candidate and is ready to move forward with a conditional offer of employment. Chair Bickford asked Fire Chief Varney if they should be hiring the candidate as the Deputy or Building Inspector. Selectman Swenson stated the job posting was not for a deputy position. Fire Chief Varney suggested deputy as that was the original intent and the individual already has another building inspector position. He confirmed he still wants to do half the number of hours.

**Selectman Anthes made a motion to hire John Abbott of Barnstead, New Hampshire, for the position of Building Inspector/Code Enforcement Officer, who will assist our current Building Inspector/Code Enforcement Officer at an hourly wage of \$22.00 per hour, contingent upon receipt of a satisfactory record check and necessary pre-employment physical with a tentative start date of February 22, 2017. Chair Bickford seconded the motion. Discussion:** Selectman Swenson stated the motion is not consistent with the job posting that the candidate applied for. **Motion passed, 2-1-0.**

**Janitorial Services**

Town Administrator Kinmond presented a recommendation for contracting these services.

**Chair Bickford made a motion to authorize the chair to sign an annual contract with Joyce Janitorial Services of Lakeport, New Hampshire for janitorial cleaning services for the Town buildings to include Police Station, Community Room and the Library, said contract per the scope of work with a set annual amount for such services of \$9,984 for the contract period of March 1, 2017 to February 28, 2018. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

Selectman Swenson asked why the Code Enforcement position won't start until February 23. Town Administrator Kinmond replied that date works with the pay periods and getting him in for the checks.

**Approval of Minutes**

Meeting of January 16, 2017 – Edits were made. **Selectman Anthes made a motion to approve the minutes as amended. Chair Bickford seconded the motion. Motion passed 3-0-0.**

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Meeting of January 9, 2017 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Swenson seconded the motion. Motion passed, 3-0-0.**

Meeting of October 18, 2016 - Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 2-1-0.** Selectman Swenson opposed due to inconsistency in adding statements.

Meeting of January 23, 2017 – Edits were made. **Selectman Anthes made a motion to approve the minutes as amended. Selectman Swenson seconded the motion. Motion passed 3-0-0.**

Meeting of January 20, 2017 - Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Swenson seconded the motion. Motion passed, 3-0-0.**

Meeting of January 19, 2017 - Edits were made. **Selectman Swenson made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

**Chair Bickford made a motion to enter into non public session pursuant to RSA 91-A: 3 II (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 3:36p.m.

The Board reentered public session at 5:04 p.m.

Chairman Bickford stated that the board handle review of nonpublic minutes and hiring matter.

**A motion was made by Chairman Bickford to seal the minutes of the nonpublic session because it is determined that divulgence of this information likely would affect adversely the reputation of any person other than a member of this Board. Selectman Anthes seconded the motion. The motion passed 3-0.**

Chairman Bickford spoke of his meeting with the Governor Wentworth Regional School District- Superintendent of Schools and Business Manager which he found very informative.

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Selectman Swenson made a motion to adjourn the meeting. Selectman Anthes seconded the motion. The motion passed 3-0-0.

Adjourned at 5:10 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary and  
Scott Kinmond, CPM  
Town Administrator.

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