

New Durham Board of Selectmen Meeting
March 6, 2017
Draft
NEW DURHAM BOARD OF SELECTMEN
New Durham Town Hall
March 6, 2017, 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

Call to Order

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

Appointments/Announcements

None.

Public Input

Jayden Watson, fifth grader was introduced by Chair Bickford as being present for doing a project about the Board of Selectmen in Town.

Old Business

Wolfeboro Community Television Services Contract

Tim Goodwin, WCTV presented copies of the service contract for broadcasting services. This was reviewed and discussed. Town Administrator Kinmond explained the details include in the revised contract.

Chair Bickford made a motion to enter into a service agreement with Wolfeboro Community Television with the services as outlined in the agreement for 2017 in the amount of \$6,000. Selectman Swenson seconded the motion. Motion passed, 3-0-0.

2017 Annual Reports

The printed annual reports were distributed and reviewed.

Boodey House Committee

Cathy Orlowicz, Chair of the Boodey House Committee, asked the Board of Selectmen to reconsider some appointments made to the Committee. She explained that Christa Evans has decided to resign from the committee after many years of work on the project and stated she discussed this with Town Administrator Kinmond about assistance in moving forward. Ms. Orlowicz stated the Committee developed new by-laws in order to allow the

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members who need to leave full membership commitment to remain as associate members and explained that without doing so she would be unable to maintain a quorum to continue with the project. There was discussion by the Board of Selectmen for clarification of the procedures. Selectman Swenson and Chair Bickford made some suggested changes to the committee's charter which Ms. Orlowicz clarified does not exist. Chair Bickford suggested they need articles of agreement.

Selectman Swenson made a motion to authorize the change in membership to allow for associate membership and to establish the definition of a quorum as detailed in the amended by-laws as presented March 6, 2017. Motion failed for lack of second.

Chair Bickford and Selectman Anthes stated they need to find the charter or articles. Ms. Orlowicz stated she has been on the committee since inception and there is none available, all that has existed is the by-laws. Selectman Anthes stated the Board of Selectmen would develop a charter.

Seasonal Weight Limits

Town Administrator Kinmond stated he checked on the state statutes regarding this and it was determined to be the responsibility of the Board of Selectmen. He stated they may be able to make a designee (i.e. Public Works Director) as that is where the weight recommendation comes from. There was discussion about the guidelines for the Road Agent as well as the state statute guidelines. Town Administrator Kinmond explained the process for determining weight limits.

Selectman Swenson made a motion to authorize and acknowledge the current posting of 6 ton seasonal weight limits on all New Durham roads under the authority of NH RSA 231:191, and to authorize the Department of Public Works Director to determine times for future posting and removal of such weight limitations. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Abatements

The abatement requests were reviewed and discussed.

The request for Map 217 and Lot 16 was reviewed and discussed. It was agreed to postpone for further review.

The request for Map 261, Lot 015 was reviewed and discussed.

Selectman Swenson made a motion in accordance with the recommendation of the Contract Assessor to grant an abatement to Map 261, Lot 015 in the amount of \$528.06. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

The request for Map 209, Lot 37 was reviewed and discussed.

Selectman Anthes made a motion to approve the abatement for Map 209, Lot 37285,000. Chair Bickford seconded the motion. Motion passed, 3-0-0.

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The request for Map122, Lot 27 was reviewed and discussed. It was agreed to table this as there is insufficient information regarding the recommendation. Further clarification will be requested from the Contract Assessor.

Special Event License Application

The application for New Durham Day and 5K Run was reviewed.

Selectman Swenson made a motion to approve the Parks and Recreation Commission Special Event License Application for New Durham Day, 5K Road Race and Kid Fun Run on July 29, 2017. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Milfoil Removal Contract

Selectman Swenson explained this is in follow up to the grant application and stated this is for the Town contracted labor portion. The agreement was reviewed and discussed.

Chair Bickford made a motion to approve the agreement with Capital Logic Inc. for milfoil harvesting services per the 2017 Department of Environmental Services grant for such services known as the dive assisted suction harvester (DASH). Selectman Swenson seconded the motion. Motion passed, 3-0-0.

Building Inspector/Code Enforcement/Health Officer Job Description

The draft of the job descriptions were reviewed and discussed.

Chair Bickford made a motion to adopt the job description for the Building Inspector and Deputy Code Enforcement officer as presented tonight. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to adopt the job description for the Health Inspector as presented tonight. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Chair Bickford made a motion to John Abbott of Barnstead for the position of the Building Inspector and Code Enforcement officer at an hourly rate of \$22 per hour upon receipt of pre-employment physical with a tentative start date of March 14, 2017. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Finance Assistant Position

Town Administrator Kinmond stated he has received applications and would like to have one member of the Board of Selectmen sit on the interview board along with Finance Officer Jen Corriea and Jen Nadeau. He stated he would like to be able to set up a sort of processing testing session. Selectman Swenson volunteered to represent the Board of Selectmen. It was clarified there would be two interview sessions, the second one with the entire Board of Selectmen.

Fire Department Building Apparatus Bay Heating System

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Town Administrator Kinmond stated that with the current events in the apparatus bay, now is a good time to look at the costs and options for more efficient systems.

Town Elections

Town Administrator Kinmond noted the Town Elections are March 14, 2017 and stated the Board of Selectmen need to make assignments for their representation. Selectman Swenson and Selectman Anthes stated they would be there all day.

Approval of Minutes

Meeting of February 7, 2017. Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

Meeting of January 30, 2017. Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

Meeting of December 19, 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 as the new minutes do not accurately reflect what occurred at the meeting.

Meeting of January 23, 2017 – Postponed for approval.

Meeting of December 13, 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 as he does not agree with the edits made.

Meeting of November 7, 2016 - Postponed for approval.

Meeting of September 19, 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.**

Adjourn

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

The meeting was adjourned at 10:49p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary