

**New Durham Board of Selectmen  
Minutes of Meeting ~ August 16, 2010  
Town Hall**

Members Present: Theresa Jarvis, David Bickford, Frederic March

Others Present: Administrative Consultant Alison Rendinaro, Road Agent Mark Fuller, Fire Chief Peter Varney, Equipment Mechanic David Valladares, Solid Waste/Transfer Station Foreman Joe Bloskey, Liz Bedard, Cathy Orlowicz, James Presher, Mary McHale, Billy Perkins, Stuart Rinschler

**1. Call to Order** – Chair Terry Jarvis called the meeting to order at 7:01 p.m. and led the Pledge of Allegiance.

**2. Agenda Review** – Chair Jarvis added the 1772 Meetinghouse property deed to the agenda.

**3. Citizens' Forum** – The Board met Stuart Rinschler who will take over for Billy Perkins as The Baysider reporter.

**4. Appointments – Motion by Chair Jarvis to appoint Selectman David Bickford as the voting delegate for the 2011-2012 Legislative Policy Conference on September 17, 2010, with Chair Jarvis as back-up; second by Selectman Fred March. 3-0.**

**5. Department Reports**

*Concord Regional Solid Waste/Resource Recovery Co-operative* – The Board met with James Presher, director of the CRSW/RRC, referred to as “the co-op”, and recycling guru Liz Bedard. Chair Jarvis brought Selectman March up to speed on the background of the Town looking into single-stream recycling, where all recyclables are mixed so residents do no sorting. She said Mr. Presher met with previous Town Administrator April Whittaker, Road Agent Mark Fuller, and Cathy Orlowicz last year to discuss becoming associate members of the proposed single stream recycling facility.

Mr. Presher explained, within a PowerPoint demonstration that hit the highlights and benefits of single stream recycling, that the co-op was looking for partners, as it needs more recyclables than its current membership can provide to make it viable. Ms. Bedard said greater quantities are recycled with single stream, because it's easier, and then the items don't wind up in solid waste. The co-op is a municipality, and an associate member, which is what New Durham would be if it entered into a 15-year contract, is for recycling only. The facility is just north of Concord and has a target start date of a year from this fall. Ms. Bedard said Milton and Farmington have signed contracts.

Mr. Presher, in response to Selectman Bickford's concerns about non-profit groups often having high salaries, said the co-op serves 165,000 people and has a staff

of two. He said the Board of Directors is made up of representatives of each member community, with a weighted vote of one vote per 500 people in population.

Ms. Bedard said the estimated revenue for recyclables is currently \$30 per ton. Mr. Presher explained that New Durham would pay for trucking costs. He indicated it was good that the Town had compactors. Various details were discussed, including: delivery requirements; that about 60 per cent of household waste is recyclable; demolition, steel and e-waste would not go to the facility; Town labor could be reduced or shifted; the facility would guarantee better than any outside pricing offered long-term; prices would be based on commodity pricing; revenue sharing would be at 55/45; towns would receive monthly revenue and, each quarter, revenue would be reconciled; the co-op offers guaranteed budgeted price for the full budget year, even if the market suffers a downturn (any loss being made up for during the next budget year); and the Town could be released from its 15 year contract with six months notice if the monthly payment goes negative, or if the cost of recycling reaches 90 per cent of the co-op's solid waste tipping fee.

RA Fuller noted that if six tons could be loaded into a 40 cubic container at \$30 per ton, the Town would receive \$180 but it would cost \$200-\$300 to truck it to Concord. Ms. Bedard said the real savings for a town is in the decrease in trash, for which New Durham pays a tipping fee of \$73 per ton. RA Fuller said recycling has gone up significantly this past year, due to increased efforts. Ms. Bedard said the Town would not need to erect a recyclables building, which was a possibility if the Town continues its current practice. RA Fuller said a 100-yard tractor trailer would reduce trucking costs. He indicated two trailers, at approximately \$80,000 each, could be swapped on a weekend, and an independent hauler could be hired. Mr. Presher said Farmington and Milton could stop in New Durham to consolidate recyclables. Chair Jarvis said the Town would do a cost analysis.

*Highway* – RA Fuller said the department was working on grading, and clearing ditches and culverts.

*Transfer Station* – RA Fuller reported that with the plastic compactor, the container is still not full after a month. He said it cost \$215 per trip to Waste Management.

*Administration* – Chair Jarvis reported on the general and payroll manifests.

## **6. Status Reports**

Chair Jarvis said Administrative Consultant Alison Rendinaro would hand deliver the LCHIP grant application for an Historic Structure Report on Town Hall this week. Regarding the Town Hall bulletin board, she said the Town has applied for a variance, which will be reviewed at the September 8, 2010 ZBA meeting. Solid Waste/Transfer Station Foreman Joe Bloskey provided the Board with a list of license plate numbers of people who are not complying with recycling.

## **7. Old Business**

*Grader Tire Bid* – The Board reviewed the sole bid received for the six grader tires, which was for a total of \$1,100. Equipment Mechanic David Valladares said the

Board set a minimum bid of \$250 per tire, and this bid was below that. He pointed out that the tires have had two months of hard use since discussion on what to do with them occurred. After checking the wording of the advertisement, Chair Jarvis said if the Board changed the price of the tires, it would have to go through the entire process again. Mr. Valladares noted that as time goes by, the value of the tires decreases. He said the Board would need to forecast the price appropriately, if the process would again take two months. He said the department could also run them into the ground. RA Fuller said the cost of the ad was approximately \$140. Selectman March said the Board could accept or reject a bid, but the tires were advertised as a minimum bid.

Chair Jarvis said in July, the Board interpreted the surplus property policy for items over \$100 as requiring a sealed bid. Mr. Valladares recommended selling the tires, as the Town would have to pay a disposal cost if the department ran them into the ground, and they also take up a great deal of room in storage.

**Motion by Selectman March to reject the bid and request direction from Equipment Mechanic David Valladares.** Selectman Bickford disclosed that the bidder rents property from him. **Second by Chair Jarvis. Jarvis – aye, March – aye, Bickford – abstain. Motion carried.**

Mr. Valladares said he recommended contacting the bidder to see if he is still interested, and if so, selling the tires.

**Motion by Selectman March to accept the offer on the table; second by Chair Jarvis. Jarvis – aye, March – aye, Bickford – abstain. Motion carried.**

Mr. Valladares said he would contact the bidder tomorrow.

## **8. New Business**

*Fuel Assistance Donations Website* – AC Rendinaro said a woman in South Berwick, ME is setting up a website listing addresses of towns so donors can mail checks for fuel assistance for the needy. She asked the Board if it wanted the town's address to be included. Chair Jarvis said she had not yet researched how the checks would be processed with Financial Assistant Vickie Blackden. AC Rendinaro said she would tell the woman New Durham is interested, but is checking on logistics.

## **9. Return to Department Reports**

*Fire* – Fire Chief Peter Varney provided the Board with his department's call runs. Chair Jarvis noted a high number of mutual aid runs. Year to date total runs were: fire – 62; forestry – 14; EMS – 94; MVC/Rescue – 27; service call – 14; mutual aid – 42. Chair Jarvis said she wanted a monthly report on the Fire and Emergency Training Network use, and the mileage log to be given to AC Rendinaro by the fifth of each month. She said the Town cannot afford computer tracking for gasoline at this time. Chief Varney said Alton uses credit cards. RA Fuller said he'd been told the cards tear up. Chief Varney said the cards stay in the truck. He said the fire department could get them, and can use the Alton fuel pumps if they are closest during a mutual aid call.

He reported that the beam has been ordered, and that he had provided AC Rendinaro with all the missing GPS data for the grant to update the Town's hazard

mitigation plan. He said Strafford Regional Planning Commission said the progress on the plan is above average.

### **10. Return to New Business**

*Purchase Orders – Salt* - Regarding bulk rock salt, Chair Jarvis said the purchasing policy does not cover the state bid list. She said the total for the bid is \$92,745 and the Town budgeted for \$84,150 based on \$56.10 per ton. The price is \$61.83 per ton. RA Fuller explained that the state bid on salt runs from July 1 – June 30, so half will come from the 2010 budget and the other half from the 2011 budget. He added that the Town still has more than 200 tons of salt now. He said we usually use 1,500 tons.

**Motion by Chair Jarvis to waive the purchasing policy for the purchase of 1,500 tons of salt, as it comes from the state bid list; second by Selectman March. 3-0.**

The Board signed the contract.

*Paving* – RA Fuller indicated bids for minor paving work at Gosslin Way and Quaker Road were: Boulanger Paving, Inc. - \$7,050; Pike Industries - \$7,750; and R.D. Torno and Sons - \$7,400.

**Motion by Selectman Bickford to award the bid for paving at Gosslin Way and Quaker Road to Boulanger Paving, Inc.; second by Selectman March. 3-0.**

*Culverts* – RA Fuller said he has been waiting for promised hazard mitigation money, but the situation on Valley Road has deteriorated and culverts must be installed. He indicated bids were: Team EJP - \$8,419.52; Eliminator, Inc. - \$7,618.51; and JAF Industries - \$7,452.65.

**Motion by Chair Jarvis to award the bid for the Valley Road culvert project to JAF Industries of Londonderry for \$7,452.65; second by Selectman Bickford. 3-0.**

The Board signed the contract.

*Recalcitrant Recyclers* – Indicating the list Mr. Bloskey supplied, Chair Jarvis asked how the Board wanted to handle those who are not recycling. RA Fuller said the voters in the 1980s voted for mandatory recycling and the Transfer Station personnel are trying to enforce that. He asked if the penalties could be located. The Board requested that AC Rendinaro and RA Fuller get copies of the recycling policy.

*Department Head Evaluations* – Chair Jarvis said that in the past, the highway, police, fire, and equipment mechanic department heads evaluate each other, along with the Board's and administration's evaluations. She suggested those department heads also do a self-evaluation as well as evaluating their colleagues.

*Police Station Air Conditioning* – Chair Jarvis said that the central air conditioning has been installed in the police station. She asked what the Board wanted to do with the old units. She said the Town Hall and library could each use one. She proposed a continued evaluation to find uses for the old units.

*Draft Deed* – She said the Town received the official warranty deed for the property abutting the 1772 Meetinghouse, purchased last December from the Eldridge Trust. The draft deed was filed and recorded on May 4, 2010. At this point,

the Board can either sign off on it or send it to Town Counsel for review. The Board agreed it did not need to go on to Town Counsel.

**Motion by Chair Jarvis to go forward with obtaining the proper signatures for the deed for property located at 297 Old Bay Road; second by Selectman Bickford. 3-0.**

### **11. Schedule Next Meeting**

The Board scheduled its next meeting for September 13, 2010 at 7:00 p.m. at Town Hall. The Board scheduled a work session on August 23, 2010 to discuss CMA Engineers' completed evaluation of the Transfer Station, the Fire Department's Rules and Regulations, and MRI's financial assessment. Chair Jarvis provided the 2008 auditor's recommendations for the meeting with MRI. She said the clerical line was getting low, so she indicated AC Rendinaro or Selectman Bickford would take the minutes of the work session.

### **12. Any Other Business**

The Board recognized that highway department employee Don Vachon completed level 2 of the Roads Scholar program.

### **13. Approval of Minutes**

The following amendments were made to the minutes of the public business meeting of August 2, 2010: pg. 3, final paragraph of Merrymeeting Lake Drawdown, first sentence, add "without being cited." following "parking lot"; pg. 4, under Police, first sentence after the motion, replace "solicit" with "find"; pg. 5, under Alcoholic Beverages Ordinance, second paragraph, first sentence, replace "this" with "where the Board's authority would come from, statutorily." and fifth sentence, add "motor vehicles on" between "covers" and "roads".

**Motion by Chair Jarvis to approve the minutes of the public meeting of August 2, 2010, as amended; second by Selectman March. 3-0.**

**Motion by Chair Jarvis to approve the minutes of the non-public not sealed, first session meeting of August 2, 2010, as amended; second by Selectman Bickford. 3-0.**

**Motion by Chair Jarvis to approve the minutes of the work session of August 5, 2010, as amended; second by Selectman Bickford. 3-0.**

**Motion by Chair Jarvis to approve the minutes of the non-public session of August 5, 2010, as written; second by Selectman Bickford. 3-0.**

**Motion by Chair Jarvis to approve the minutes of the work session of August 11, 2010, as amended; second by Selectman Bickford. 3-0.**

The Board agreed to cover the sealed minutes of August 5, 2010 and August 11, 2010 in non-public session.

### **14. Non-public Session**

**Motion by Chair Jarvis at 9:57 p.m. to enter into non-public session under RSA 91-A:3 II (c) and (e). A roll call was taken. Jarvis - aye, Bickford - aye, March - aye.**

Approved New Durham Board of Selectmen minutes 8/16/10

The Board returned to Public Session at 11:23 PM

For the Record there was a review of acceptance of sealed minutes as amended:

**Motion** to accept the sealed minutes of August 2<sup>nd</sup> as amended. Jarvis/March 3-0

**Motion** to accept the sealed minutes of August 11<sup>th</sup> as amended. Jarvis/March 3-0

**15. Adjournment**

**Motion** to adjourn at 11:24 PM. Jarvis/March 3-0

Respectfully submitted,

*Cathy L. Allyn*

A video recording of this meeting is on file with the Office of Town Clerk, is available for public viewing during normal business hours, and will be retained in accordance with the New Hampshire Municipal Records Board rules established under RSA 33-A:4, or for a minimum of 24 months.