

*New Durham Board of Selectmen Meeting  
February 7, 2017*

**NEW DURHAM BOARD OF SELECTMEN  
New Durham Fire Community Room  
February 7, 2017, 12:00p.m.**

**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 12:05p.m.

**Public Input**

No public present.

**Appointments/Announcements**

Selectman Swenson noted the Deliberative Session of February 6, 2017 video had some technical issues but WCTV is working to resolve them and get it posted as soon as possible.

**Town Administrator's Report**

Town Administrator Kinmond stated minor wording changes were made relative to the Warrant Article 5 Deliberative Session amendment before forwarding to legal counsel review. He noted that if the amendment were determined to be legal, the Board of Selectmen and Budget Committee would need to vote again whether to recommend the Article. Selectman Anthes reiterated the Board of Selectmen, Budget Committee, and CIP had excluded the highway truck from the Article for this year and noted there are other CRF's that need to be funded instead and stated he is adamantly against the action at last night's Deliberative Session. He stated this hurts the Town and will raise taxes.

**Selectman Swenson made a motion for the Board of Selectmen to recommend Article 5 as it was revised at the Deliberative Session of February 6, 2017, provided that legal review indicates it is an acceptable action by the Deliberative Session and if not, the original Board of Selectmen recommendation stands. Chair Bickford seconded the motion. Discussion: Motion did not pass, 1-2-0.** Selectman Anthes and Chair Bickford opposed.

Town Administrator Kinmond stated he worked with Town Clerk Stephanie Mackenzie on writing the ballots. For Article 2 the maps and full wording on the ordinance amendment for the new watershed overlay have been printed and made available in the Town Hall lobby. Town Administrator Kinmond stated he is working on putting together a voter's guide as well.

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The Board of Selectmen meeting schedule for March was reviewed and discussed with the first meeting now scheduled for March 6, 2017 at 7 pm.

Town Administrator Kinmond presented an employee performance / merit rating tool that works to help keep raises and increases fair for all employees. He stated he has used this previously and many other communities utilize this type of format, although some changes were made between towns and he explained the process of utilizing this form. The document was reviewed and discussed. Town Administrator Kinmond stated he would like to have a training session for employees in the near future for using this.

The finance office assistant job description and posting was presented for review and discussion for the position currently filled by Jen Nadeau. It was agreed to post the position immediately.

TA Kinmond noted that Mr. Abbott has accepted the conditional offer for New Durham Code Enforcement Officer with a start date of February 27, 2017.

Town Administrator Kinmond stated February is also the month the Board of Selectmen is due to conduct his annual review. This will be further discussed in March.

**New Business**

Town Administrator Kinmond presented a purchase order for salt which should be enough to go through the rest of this winter season. There will be a new state bid contract coming out July 1, 2017.

**Chair Bickford made a motion to authorize purchase order #2383 to Morton Salt of Chicago, IL, in the amount of \$12,048 for the purchase of 100 tons of Safe-T Salt, said expenditure to come from the Highway Department account 01-4312-10-662. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

**Milfoil Grant Application**

Town Administrator Kinmond stated Fred Quimby presented the annual milfoil treatment grant application noting the usual State portion of the grant is \$1,245 and the Town share is \$2,905 coming from the CRF for a total of \$4,150. He stated they need to have a motion to accept the grant funds and to authorize the Chair to sign the application.

**Selectman Swenson made a motion to accept grant funds from the New Hampshire Department of Environmental Services for milfoil and exotic species program and to authorize the Chair to sign the grant application and other related documents. Selectman Anthes seconded the motion. Motion passed, 3-0-0.**

**Old Business**

Town Administrator Kinmond provided a letter from Steve Goodwin of Wolfeboro Community Television relative to a revised budget and upgrades. This was reviewed and discussed by the Board of Selectmen. Selectman Swenson stated he has some concerns

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with whichever entity provides the meeting streaming including the Town's bandwidth capabilities, WiFi strength, etc.. There was discussion of alternative options with Town Hall Streams to have live broadcasting with digital backup on a cloud. The cost of setup for this system would be \$5-6,000, about half of the current contract with WCTV. It was agreed by consensus that there would be a dual track transition with Wolfeboro TV and Town Hall Streams concurrently used for 1 – 3 months to assure full system works properly. TA Kinmond will work on a draft agreement with Wolfeboro TV for 2017 with this transition included.

**Approval of Minutes**

Meeting of December 19, 2016 – Edits were made. Approval postponed for further edits.

Meeting of December 13, 2016 – Edits were made. Approval postponed for further edits.

Meeting of April 28, 2016 – Edits were made. **Chair Bickford made a motion to approve the minutes as amended. Selectman Swenson seconded the motion. Motion passed, 3-0-0.**

**Adjourn**

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

The meeting was adjourned at 2:25 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary  
Scott D. Kinmond, Town Administrator

**Final Approved 03-06-17**