

*New Durham Board of Selectmen Meeting  
March 6, 2017*

**NEW DURHAM BOARD OF SELECTMEN  
New Durham Town Hall  
March 6, 2017, 7:00p.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 7:00p.m.

**Appointments/Announcements**

None.

**Public Input**

Jayden Watson, fifth grader and Selectman Bickford's granddaughter 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 revised service contract for broadcasting services for New Durham. 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.

**Boodey House Committee**

Cathy Orlowicz, Chair of the Boodey House Committee, asked the Board of Selectmen to consider suggested changes to allow associate members to the Boodey House Committee. She explained that Christa Evans will be leaving the committee due to her relocation to another state. Ms. Orlowicz expressed her appreciation for Ms. Evans for her after years of work on the project. Ms. Orlowicz stated the Boodey House Committee has drafted a revision to the Committee's by-laws in order to allow members who need to leave their full membership commitment to but wish to remain involved to be allowed to remain as associate members. The associate member would not have voting rights nor be counted

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towards a quorum but would be a good resource for the Committees discussions and activities. 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. Ms. Orlowicz clarified that a Charter does not exist but the Committee does have by-laws which is what the Selectmen were reviewing. 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. 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 need to have a charter for the Committee but once that was done he felt there would be no problem for the suggested changes in the by-laws.

#### **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 rather than solely the Public Works Director. He stated the Select Board may be able to make a designee (i.e. Public Works Director) as it is from that where the weight recommendations come. 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 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. Selectman Swenson indicated that certain portions of the Abatement Recommendation did not really have direct bearing on decision and asked for clarification and additional information from the Town's Assessor.

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.**

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The request for Map 209, Lot 37 was reviewed and discussed. The Board accepted the Assessor's revised assessment for this property at \$285,000.

**Selectman Anthes made a motion to approve the abatement for Map 209, Lot 37 in the amount of \$502.55. Chair Bickford seconded the motion. Motion passed 3-0-0.**

The request for Map122, Lot 27 was reviewed and discussed. It was agreed to postpone a decision on this as there is insufficient information regarding the recommendation. Further clarification will be requested from the Contract Assessor including current assessment values, etc.

**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 Aqualogic Intelligent Aquatic Management Inc. for milfoil harvesting services in the amount of \$4,150 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.**

The milfoil harvesting services would come from CRF account 01-4909-40-000.

**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 appoint John Abbott of Barnstead for the position of the Building Inspector / Code Enforcement officer at a rate of \$22.00 per hour upon receipt of a satisfactory pre-employment physical with a tentative start date of March 14, 2017. Selectman Anthes seconded the motion. Motion passed 3-0-0.**

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**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 Contractor Jen Corriea and Jen Nadeau. Selectman Swenson volunteered to represent the Board of Selectmen. It was clarified there would likely be two interview sessions the second one with the entire Board of Selectmen.

**Fire Department Building Apparatus Bay Heating System**

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. By consensus the Board agreed that additional information would be appropriate. TA Kinmond will obtain information and supply it to the Board within a couple of weeks.

**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 amended 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**

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**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

**Final Approved 3/23/17**