

**TOWN OF NEW DURHAM
BOARD OF SELECTMEN
October 19, 2020, 6:00 P.M.
Virtual Meeting, New Durham, NH 03855**

Final Approved 11-09-20

Under the emergency provisions of RSA 91A, this meeting took place electronically via Zoom.

IN LIGHT OF THE COVID 19 (CORONA VIRUS) SOCIAL DISTANCING ADVICE MADE BY THE GOVERNOR AND CDC, THE TOWN OF NEW DURHAM NH FOLLOWING A DECLARATION OF EMERGENCY BY THE PLANNING BOARD CHAIRPERSON, IS PROVIDING A MEETING PARTICIPATION VIA TELEPHONE CONFERENCE FOR YOUR SAFETY.

This meeting is for members and the public to utilize the Zoom platform to prepare for future meetings and public hearings. All members of the Board of Selectmen and Town Administrator have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following. In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

<https://us02web.zoom.us/j/84015752444?pwd=MW1JM2c5TElwQkF0ZXdpSzJoQ0RMZz09>; Meeting ID: 840 1575 2444
Passcode: 810341; or telephone number: 1-646-558-8656; Meeting ID: 840 1575 2444 Passcode: 810341

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone at 603-556-1516.

Note: Town of New Durham offers no security assurances to those connecting via PC to a third party software and hardware not configured or controlled by our IT Service provider.

PRESENT

David Swenson, Chair, Board of Selectman – Via Zoom
Cecile Chase – Board of Selectman Via Zoom
Dorothy Veisel – Board of Selectman Via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator – Via Zoom
David Bickford, resident – Via Zoom
Cathy Orlowicz, Resident / Boodey Farmstead Committee – Via Zoom
Terry Jarvis, Resident – Via Zoom
Cheryl Cullimore – Resident / Boodey Farmstead Committee – Via Zoom
Crissa Evans – Boodey Farmstead Committee Via Zoom

CALL TO ORDER

Chair Swenson called the meeting to order at 6:00 p.m.

Chair Swenson stated that due to the State of Emergency declared by Governor Sununu and pursuant to Executive Order #12, the Town is authorized to meet electronically. He stated there is no physical location to observe this meeting. However, in accordance with the Order, it was confirmed that they are providing public access to the meeting by telephone, with additional access possibilities by video (Zoom); all members of the Board of Selectmen and Town Administrator have the ability to communicate contemporaneously during this meeting; the public has access to contemporaneously listen and participate via links posted on the agenda. Chair Swenson confirmed the meeting was posted appropriately with access numbers. He stated in the event the public is unable to access the meeting, it would be adjourned and rescheduled. Chair Swenson stated in the event they need to go into non-public session a separate phone

number will be used for the Board of Selectmen members to use and they will then reenter nonpublic session. Chair Swenson stated all motions would be taken by roll call; roll call attendance was taken for those participating in the Zoom meeting.

Agenda Review

Chair Swenson added under Other Business: Date for Assessing Services Contract Interviews.

2021 Budget Review

Account 4589 Boodey Farmstead

The Board reviewed the revised budget request. Chair Swenson stated the budget for FY21 for this account was originally submitted for \$13,465 but it has now been revised to \$4,915.

Cathy Orlowicz, Chair of the Boodey Farmstead Committee, gave an overview of the original and revised requests. She stated the committee has plans to update the business marketing plan and fundraising; she stated the amount for contract services would be used to hire a consulting firm to develop this plan and strategy.

Chair Swenson made a motion to approve the 2021 Budget for Account 4589 Boodey Farmstead in the amount of \$6,665. Selectman Viesel seconded the motion. Roll Call: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

Selectman Chase commended the Boodey Farmstead Chair and Committee for reaching out to the Meetinghouse Committee to begin discussions on possible collaborative efforts in the future.

CRF / ETF FY21 Budget Review

Chair Swenson stated the CIP submitted their report and recommendations for review by the Board. He stated the recommendations for FY21 total \$917,520 and compared this to the amount appearing on the warrant article last year at \$553,000. Chair Swenson stated the Town is already at a substantial shortfall on the 2020 revenues without significant indications of improvements for FY21 and further stated that the Board will need to make some difficult decisions to reduce the CIP recommendations to a level acceptable to the taxpayer.

The Board reviewed and discussed the recommendations for the roads account. Town Administrator Kinmond explained the roads listed are those identified in the RSMS study as needing preservation and maintenance work. The Board discussed which roads could be prioritized in the event of continued revenue shortfalls. The Board continued extensive discussions on alternatives / options in addressing the road maintenance needs and costs. By consensus the Board tabled any action on the FY21 Roads budget until after completing other CRF / ETF discussions.

The Board reviewed the CIP recommendations for the CRF and ETF accounts:

Highway Equipment – Board reduced the amount from the CIP recommended amount of \$33,312 to \$10,000. Current balance in CRF is \$106,737.

Highway Truck – Board reduced the amount from the CIP recommended amount of

\$93,380 to \$50,000. Current balance in CRF is \$76,969.

Library Facilities – CIP recommendation of \$0. The Board concurred. Current balance in CRF is \$8,776.

Municipal Facility Land – Current balance is \$55,362. Board reduced the amount from the CIP recommended amount of \$25,000 to \$5,000. Current balance in CRF is \$55,362.

Vehicle and Equipment – Current balance is \$27,715; Board reduced the amount from the CIP recommended amount of \$7,500 to \$5,000. Current balance in CRF is \$27,715.

Milfoil – CIP recommendation is \$20,000. The Board agreed with CIP recommendation at \$20,000. Current balance in CRF is \$23,901.

Solid Waste Equipment – Board reduced the amount from the CIP recommended amount of \$25,000 to \$17,000. Current balance in CRF is \$14,132 with \$40,000 to yet to be added bringing the projected total to \$54,132.

Police Cruisers – Board reduced the amount from the CIP recommended amount of \$24,500 to \$15,000. Current balance in CRF is \$32,630.

Smith Ballfield – Board reduced the amount from the CIP recommended amount of \$3,652 to \$2,500. Current balance in CRF is \$7,356.

Meetinghouse – CIP recommendation is \$5,000. The Board agreed with CIP recommendation of \$5,000. Current balance in CRF is \$49,684.

Dry Hydrants – CIP recommendation of \$0. The Board concurred. Current balance in CRF is \$12,474.

Fire Vehicles – Board reduced the amount from the CIP recommended amount of \$70,000 to \$10,000. Current balance in CRF is \$441,267.

Public Safety Facilities – Board reduced the amount from the CIP recommended amount of \$50,000 to \$10,000. Current balance in CRF is \$95,494.

Ancillary Equipment – Board reduced the amount from the CIP recommended amount of \$16,863 to \$15,000. Current balance in CRF is \$21,653.

Gravel – Board reduced the amount from the CIP recommended amount of \$20,300 to \$20,000. Current balance in CRF is \$458.

Road Construction – CIP recommendation is \$40,000. The Board concurred with \$40,000. Current balance in CRF is \$47,879.

Accrued Benefit of Liability – Board reduced the amount from the CIP recommendation

of \$ 4,000 to \$0.. Current balance in CRF is \$21,303.

Office Systems – CIP recommendation is \$20,000. The Board concurred with \$20,000.

Forest Fire Control – Board reduced the amount from the CIP recommended amount of \$5,000 to \$0. Current balance in CRF is \$22,219.

Records – Board reduced the amount from the CIP recommended amount of \$10,000 to \$5,000. Current balance in CRF is \$13,553.

Building Improvements – Board reduced the amount from the CIP recommended amount of \$10,000 to \$5,000. Current balance in CRF is \$74,172.

Dam Maintenance –CIP recommendation was \$0. The Board concurred with \$0. Current balance in CRF is \$4,154.

Chair Swenson noted the total CRF / ETF proposed for FY21 is \$254,500 without Roads. The CIP recommendation for RSMS Roads is \$424,400.

Chair Swenson made a motion to approve the CRF and ETF amounts per the list the Board by consensus arrived at with the exception that excludes RSMS and Roads, other than Road Construction. Selectman Veisel seconded the motion. Roll Call: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

Chair Swenson restated the CIP recommendation for RSMS Roads is \$424,000. The Department of Public Works memo had \$729,000 as its request; of that amount \$162,000 is delayed work from FY20. The Board discussed the roads to be fixed. Selectman Chase suggested they need to prioritize Birch Hill Road and take care of roadways that can be preserved. She also suggested that perhaps a separate Warrant Article specific to Birch Hill road maintenance may be developed.

Ms. Orlowicz suggested creating another Capital Reserve Fund for specific road projects such as Birch Hill Road. Selectman Veisel agreed. Chair Swenson differed in that the CRF for Roads already exists and there is no need to create additional CRF's for each separate activity.

The Board agreed to table this account for further discussion.

Other Business

Chair Swenson stated that South East Land Trust (SELT) has asked a town resident to sit on their Board of the Birch Ridge Community Forest. Town Administrator Kinmond reached out to a few individuals and one is interested in serving in this capacity.

Chair Swenson made a motion to nominate Russ Welden as a New Durham nominee for the Birch Ridge Community Forest Management Committee. Selectman Veisel seconded the motion. Roll Call: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

Future Meetings

October 26, 2020 – 6:00 p.m.

November 5, 2020 – 6:00 p.m.

November 5, 2020- 7:00 p.m. Public Hearing for Fee Changes

November 23, 2020- 6:00 p.m.

Other

Town Administrator Kinmond stated he has the interviews for the assessing contract scheduled for November 25, 2020 with the meeting to begin at 8:00 a.m.

Public Input

David Bickford, resident, stated a warrant article can be done for Birch Hill Road but doesn't want to see it mixed up or lose the funds. He further stated that the Selectmen will be to blame for any tax increase. Chair Swenson corrected him in that it is the voters who will decide on any spending. The voters are the ones who have the final say on what the Town will spend which determines their tax rate.

Terry Jarvis, resident, suggested they be specific with what work is going to be done on the roads and that any road fix needs to last at least 10 – 15 years.

ADJOURN

Selectman Chase made a motion to adjourn. Selectman Veisel seconded the motion. Roll Call: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

The meeting was adjourned at 8:18 p.m.

Respectfully Submitted,

Jennifer L. Riel

Jennifer Riel, Recording Secretary