

New Durham Board of Selectmen Meeting
May 14, 2018

NEW DURHAM BOARD OF SELECTMEN
New Durham Town Hall
May 14, 2018, 6:00 p.m.

Final Approved 05-23-18

Present:

Chair David Swenson
Selectman Cecile Chase
Selectman Dorothy Veisel

Also Present:

Scott Kinmond, Town Administrator
Mike Gelinas, Resident
Ellen Phillips, Resident
Jeff Earls, Cross Country Appraisal Group
Terry Jarvis, Resident
John Chase, Resident
Scott Lehner, Resident

Call to Order

Chair Swenson called the meeting to order at 6:02 p.m. He stated the original plan for the meeting was to have a site visit to the dam on Main Street. However, additional information has been presented that may negate the need for that site visit.

Mike Gelinas stated he is suggesting that the Town wait until next year when the Town has full and complete ownership of the property to do any substantial improvements to the property. Mr. Gelinas asked the Board of Selectmen to authorize him to look into what could be done and the permitting process needed so they are ready when the time comes.

He also explained the necessary fees involved (estimated to be \$200) and the anticipated timeline of working through the Marsh Pond boat launch project. The Board reviewed the maps and Mr. Gelinas explained the areas of the river, parking, and water flow from runoff. Mr. Gelinas also described possible work that might be done.

Selectman Chase made a motion to approve \$200 permitting fees for erosion control and improvements to the Marsh Pond boat access on Merrymeeting Road. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Mr. Gelinas stated he would be working on getting cost estimates for materials and provide this to the Board when available.

Public Input

Selectman Veisel stated she attended the karate class at the elementary school and was pleased with the attendance and success of the program sponsored by the Parks and Recreation Commission.

Agenda Review

Town Administrator Kinmond added review of the Property Tax Warrant.

Town Administrator's Report

Town Administrator Kinmond stated the safety workshop went well and many staff were recertified in fire extinguisher use and fire safety, and several received CPR / AED recertification.

Town Administrator Kinmond distributed the Consent Manifest for review by the Board.

10 Wheel Highway Dump Truck with Plow Gear & Spreader Body Bid Results

Town Administrator Kinmond distributed an initial memo of justification from the Department of Public Works director for changing from the current 6 wheel dump truck to a 10 wheel dump truck. He explained the increases in cost as well as the uses and lifecycle of the vehicle. The Board reviewed and discussed the proposed change. Chair Swenson indicated that the initial justification approach is not complete enough to show business justification for moving to a 10 wheel truck. He requested that the DPW and TA develop a more complete justification showing road repair, road / snow work, and any maintenance advantages that a 10 wheel truck may have. Additionally, Chair Swenson indicated that if needed, he would be happy to assist in working the justification to assure all factors may be considered.

Town Administrator Kinmond stated bids were opened at 2:00 p.m. today (05/14/18) and three were received for cab and chassis and three bids for complete packages. He explained the differences between the bids and these were reviewed by the Board. Town Administrator Kinmond recommended trading the old Freightliner vehicle. The Board reviewed and discussed the bids and will await further recommendations from the DPW along with a more complete justification but that assistance would be only at the request of DPW or the TA.

Adopt-A-Spot

Town Administrator Kinmond stated the only submission received is from Ms. Phillips and her group. He stated he expects the project to grow as people learn more about it. The initial spot chosen for this program was in front of the PD building adjacent to Town Hall.

2018 Road Program- Anticipated Projects List

Town Administrator Kinmond distributed a memo outlining the road program noting it may change as they are still working with engineers relative to bidding for the culverts. He also explained the advantages of a rubberized chip sealing process. It was noted the State of New Hampshire has topped some of the roads through Main Street area but more paving work from the State will be done in late May.

Property Tax Warrant

Town Administrator Kinmond distributed the property tax warrant put together by the Tax Collector for review by the Board. Chair Swenson noted there is currently a bill in the State legislature regarding changing the interest rates of unpaid property taxes.

Chair Swenson made a motion to approve the Property Tax Warrant as stated in the amount of \$4,712,533.00 with and interest of 12% after July 2, 2018 for all sums not paid before that date. Selectman Chase seconded the motion. Motion passed 3-0-0.

Request to Subdivide – Map 205, Lot 001

Town Administrator Kinmond stated this has been reviewed by the Planning Board and distributed copies of maps, sketches and original documents submitted in 2000 for road improvements to the Class VI Roadway (Copples Crown Rd). The Board reviewed and discussed the documents submitted with the property owner Scott Lehner. It was agreed further recommendations would be requested from the Planning Board specifically regarding requirements and necessary conditions to be met to proceed with this type of subdivision.

Cross Country Appraisal – Assessing Contract

Chair Swenson stated the Town has an agreement with the company and it was brought to the Town's attention that they need to find an alternative approach relative to some contractual requirements when the agreement was initially awarded. He stated some edits were made to the agreement along with the addition of services. The changes to the agreement were reviewed and discussed by the Board with Mr. Earls. Further edits were made and Mr. Earls was asked to incorporate these changes into a new draft agreement to be reviewed at the 05/23/18 Board meeting.

Town Administrator Kinmond distributed the equalization matrix for review by the Board. Mr. Earls gave some explanation of how the rates are calculated but was unable to fully explain whether the increase in the Town's equalization rate would reduce the current school tax rate.

New Business

Tax Credit Application - Elderly Exemption & Solar Energy Exemption- Map 239, Lot 027

Town Administrator Kinmond explained the RSA regarding the solar energy exemption and noted Town Meeting / governing body has never specified the amount to be granted. Chair Swenson stated he doesn't want to set a precedent in granting this and doesn't see how the previous exemption amount was calculated. Town Administrator Kinmond stated the property owner gave proof of the cost of the upgrade and that's how the initial exemption is calculated. Selectman Chase asked Town Administrator Kinmond to follow up on the definition and research the process within the Town. Town Administrator Kinmond noted the exemption is as long as the solar is in place and is granted every year.

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TA Kinmond stated that in accordance with the RSA the legislative body should have dictated the exemption amount and process.

Application for Current Use- Map 261, Lot 10 (7.56 Acres – runs contiguous with Farmington parcel)

The Board reviewed and discussed the application. Selectman Chase suggested approving contingent on clarification from Farmington. Approval was postponed for clarification from the Town of Farmington that the contiguous property is also in current use as well as the map / lot number for the Farmington portion of the property.

2017 Joint Loss Management Committee Report

The Board reviewed the report. Chair Swenson commended Town employees for working safely in jobs with potential safety issues and treating the safety with respect.

Old Business

Tax Deeded Property Sales – Review of Remaining Properties for Potential Sale

Town Administrator Kinmond distributed a list of Town-owned properties which may be offered for sale. The Board reviewed and discussed the properties and Town Administrator Kinmond suggested merging some of them per the recommendation of the Select Board of October 2014 to make bigger, more saleable lots.

Chair Swenson made a motion to merge Map 209, Lot 62 with Map 209, Lot 63 and Map 209, Lot 64, all lots being tax-deeded lots with the Town of New Durham, and the owner of record being the Town of New Durham, and are hereby merging said lots into one lot of record, being Map 209, Lot 062. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Selectman Chase made a motion to merge Map 210, Lot 84 and Map 210, Lot 85 to make a more conforming lot. Chair Swenson seconded the motion. Motion passed 3-0-0.

Chair Swenson made a motion to authorize the Town Administrator to obtain proposals from auction companies for parcels as listed and reviewed 05/14/18 with said proposals to be reviewed at the June 4, 2018 Board of Selectmen meeting with an auction date in August 2018. Selectman Chase seconded the motion. Motion passed 3-0-0.

Strafford Regional Planning Commission- Commissioner appointee nominations

Chair Swenson stated no one has volunteered for the appointment as this time.

Future Meetings

May 15, 2018 - Human Resources Policy Rewrite – 8:30 a.m., New Durham Community Room

May 21, 2018 - Non-Public Session, 6:00 p.m., New Durham Town Hall

June 4, 2018 - Public Session, 6:00 p.m., New Durham Town Hall

June 25, 2018 - Public Session, 6:00 p.m., New Durham Town Hall

Review and Approval of Minutes

Meeting of April 9, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of April 11, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of April 12, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of April 17, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of April 30, 2018 (9:00 AM) – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of April 30, 2018 (6:00PM) – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting of May 3, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Town Administrator Kinmond stated he needs a Board of Selectmen member to sit on the interview boards for the Police and Department of Public Works positions. Chair Swenson will sit for the Police and Selectman Veisel for the DPW.

Adjourn

Selectman Chase made a motion to adjourn. Selectman Veisel seconded the motion. Motion passed 3-0-0.

The meeting was adjourned at 8:58 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary