

**NEW DURHAM BOARD OF SELECTMEN  
New Durham Community Room  
June 27, 2018, 8:00 a.m.**

**Final Approved 7-9-18**

**Present:**

Chair David Swenson  
Selectman Cecile Chase  
Selectman Dorothy Veisel

**Also Present:**

Scott Kinmond, Town Administrator  
Joan Swenson, resident

**Call to Order**

Chair Swenson called the meeting to order at 8:04 a.m.

**Human Resource Policy Review**

*FMLA Policy*

The Board reviewed edits discussed at the last meeting. Ms. Swenson stated she is still trying to obtain the information regarding the exempt status.

*Continuing Health Coverage Policy*

The Board reviewed edits discussed at the last meeting. Additional information is needed regarding wording.

*Conduct Standard Policy*

The Board reviewed edits discussed at the last meeting.

**Selectman Chase made a motion to approve the Conduct Standard Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Employment for Relatives and Domestic Partners Policy*

The Board reviewed edits discussed at the last meeting.

**Selectman Chase made a motion to approve the Employment of Relatives and Domestic Partners Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Attendance Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made and additional wording will be added and reviewed at the next meeting.

*Confidential Information Policy*

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The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

**Selectman Chase made a motion to approve the Confidential Information Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Electronic Devices Communications Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

*Dress Code Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

**Selectman Chase made a motion to approve the Dress Code Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Solicitation and Distribution Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made and additional wording will be added and reviewed at the next meeting.

*Parking Facilities Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy.

**Selectman Chase made a motion to approve the Parking Facilities Policy as presented. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Motor Vehicle Violations Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

**Selectman Chase made a motion to approve the Motor Vehicle Violations Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

*Operation of Town Owned Vehicles Policy*

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

**Selectman Chase made a motion to approve the Operation of Town Owned Motor Vehicle Policy as amended. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

**Birch Ridge Conservation Project**

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Ron Gehl, Chair Conservation Commission, and representatives of Moose Mountain Regional Greenways, Merrymeeting Lake Association, and Southeast Land Trust presented information of a time sensitive opportunity for New Durham. They stated that 2,000 acre Birch Ridge property is currently being logged. Due to this action concerns have been raised by the Merry Meeting Lake Association on future development and they began looking to purchase the property for conservation purposes. He explained the collaborative efforts amongst many organizations to do so and the project is now coming to fruition.

Brian Hart, Executive Director of South East Land Conservation Trust, explained the purpose and various prior projects of the group and the conservation work they do within southern New Hampshire as well as their experience with owning lands.

There was also explanation of the details of the proposed conservation easement project as well as the funding and support sources.

Chair Swenson stated he is in agreement with a letter of support by the Town for this project and believes it has benefits and opportunity for the Town. There was discussion to the financial support being requested from the Town and financing options for the project.

Selectman Veisel stated she too is in support of the project and looks forward to keeping the area scenic and pristine for the Town.

Selectman Chase concurred and suggested they need to have a good presentation for taxpayers and voters because the \$300,000 to \$500,000 expense is a lot for a small Town with a tight budget.

The Board was briefed on the various funding grant sources which are being pursued from the LCHIP, US Forest Service, NH DES ARM, NH DES Groundwater Trust Fund, OIS. The group is hopeful the Town would support a warrant article for between \$300,000 and \$500,000. The group asked if the Town would do a letter of Support for the US Forest Service Community Forest Grant. The Board by consensus agreed to sign a letter of support for the grant, and asked TA Kinmond to prepare the document for their signatures.

#### Public Input

David Bickford of Brackett Rd, asked about whether the Purchase and Sales agreement was available.

Selectman Chase left the meeting at 10:09 a.m.

#### **Adjourn**

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**Chair Swenson made a motion to adjourn. Selectman Veisel seconded the motion.  
Motion passed 2-0-0.**

The meeting was adjourned at 10:10 a.m.

Respectfully Submitted,

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