

**NEW DURHAM BOARD OF SELECTMEN
New Durham Community Room
July 9, 2019, 8:00 a.m.**

Final Approved 08-29-19

Present

Chair David Swenson
Selectman Cecile Chase
Selectman Dorothy Veisel

Also Present

Scott Kinmond, Town Administrator
Randy Orviz, Tri-City Trailblazers
Bill Slater, Tri-City Trailblazers
Bruce York, Tri-City Trailblazers

Call to Order

Chair Swenson called the meeting to order at 8:00 a.m.

Appointments/Announcements

**Permission to Use Class 6 Roadways for Linking Farmington to Johnson's
Restaurant, New Durham**

Randy Orviz, Farmington resident, stated he is the Farmington section trail master for the Tri-City Trailblazer Club and explained he has been on the Farmington Conservation Commission. They started an initiative with the Tri-City Trailblazers explaining they have many people within area wanting to have access to trails. He explained the first meeting had a large turnout and support. There are about 18 miles of the trail system currently and they want to add trails to connect with those in Somersworth. There is a need for a loading area which is being proposed as Johnson's in New Durham. Mr. Orviz stated they have a landowner's permission on Libby Road along with about six landowners between there and his property in Farmington that have agreed to allow trail usage on their properties. He outlined proposed trail connections in the area to get to Rochester as well as their goals to expand the trails. Mr. Orviz stated they would like permission to use some of the Class VI roads in New Durham for trails. Pictures and maps were presented for review by the Board of Selectmen. Mr. Orviz explained in agreements with other towns they are granted permission to use the roads and in exchange take care of maintenance during the non-winter months and clearing of the roadways. He also explained the use of railroad beds by wheeled vehicles which is currently prohibited but they are working to change. In order to do so, they have to have trail heads and permissions in place. In New Durham, Libby Road, Bennett Road, Weeks Road, and Canny Road may be involved. Selectman Veisel stated Weeks Road is now a Class V road. An alternate road would need to be found down to Route 11.

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Selectman Veisel asked how they would handle erosion on Weeks Road due to the steep incline. Mr. Orviz explained they may have to put some erosion bars or possibly a culvert at some point, all which would be at the expense of the club. Selectman Chase asked if the same trails would be those used by snowmobiles. Mr. Orviz explained many of the trails cannot be used due to water crossings. These snowmobile trails also pass over many lands that are conservation easements that restrict wheeled vehicles. There was further discussion of the work done by the club to maintain a respectful group of users as well as their work to minimize impact on the lands used. Chair Swenson asked for a written list of the roads as well as a map and outline of work required to be done to each road and this information to be submitted to the Town Administrator.

Public Input

None.

Agenda Review

Chair Swenson added under New Business: Dust Control Equipment Lease.

Chair Swenson added under Old Business: Space Needs Update.

Chair Swenson added under Old Business: IT Update

Town Administrator's Report

**Primex 2019 Premium Holiday–Workers' Compensation & Property Liability
Option**

Town Administrator Kinmond explained part of this benefit was received by check in the amount of \$1,934.50 and suggested, as has historically been done, to utilize this to offset the 2020 / 2021 premiums. Chair Swenson asked if they wanted to constrain the two premium holidays or have them go into the General Fund to allow for use at the discretion of the Board of Selectmen. Selectman Veisel and Selectman Chase agreed to use towards the premium.

Selectman Chase made a motion to apply the premium holiday as a reduction to the Primex invoice to the insurance accounts. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Town Administrator Kinmond distributed a sample newsletter he has been working on as a communication tool to utilize by various Town departments. This may be particularly related to Parks and Recreation activities as well as other announcement type information that a part of the population may not be getting on the website. He suggested it be a bi-annual trial to see how it goes with boards and committees submitting news-worthy information. The Board discussed who would be responsible for writing and editing the newsletter. Town Administrator Kinmond replied they would work to find someone in-house. He stated he will get a draft together for final review by the Board of Selectmen.

DPW – Winter Sand Bid Package -3 Yrs

The Board reviewed the bid package for winter sand. Town Administrator Kinmond explained they were able to use some in-house materials at the old State pit on Berry Road for last year but they are not able to pull more material from that location. He

stated there is no change from the prior bid package except for a clause for the conversion method of yards to tonnage. Town Administrator Kinmond noted the quantity is slightly higher than in the budget as Copple Crown Village District has asked to be included. Copple Crown will be billed for sand amounts they use when that time comes. Chair Swenson asked TA Kinmond to consult Town Counsel and develop an agreement with Copple Crown on the payment of the sand.

Selectman Chase made a motion to authorize the Town Administrator to post the Winter Sand bid for a three-year contract period and with a one-year extension period per the negotiation clause. Selectman Veisel seconded the motion. Motion passed 3-0-0.

DPW–Waste Disposal Contract

Town Administrator Kinmond stated the contract is coming due on December 31, 2019 with Casella and this is the third year of a three-year contract. By consensus of the Board, it was agreed to have Town Administrator Kinmond explore current costs of an extended current agreement.

New Business

Library Trustee Vacancy Nomination – Review of Letters of Interest

Chair Swenson stated they have a resignation of a Library Trustee as one of the Trustees took a job with the Library. A letter of interest was submitted and reviewed by the Board of Selectmen. It was noted a letter of recommendation from the Library was missing.

Selectman Chase made a motion to nominate Richard Leonard as a Library Trustee with a term to expire March 10, 2020. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Dust Control Equipment

Town Administrator Kinmond explained that previously they used an all-wheel drive vehicle removing the sander and replacing it with a large tank during the summer months for dust control of the gravel roads. He stated the tank system does not fit the current trucks and they haven't been able to modify it to fit the 6-wheel dump truck. Town Administrator Kinmond stated an alternative is through the current magnesium sulfate supplier who will lease at no cost an equipment setup as long as the Town continues to purchase the liquid materials from the vendor.

Chair Swenson made a motion to enter into a three-year lease, at no cost to the Town, with Innovative Surface Solutions for the lease of a 925 gallon tank and spray system for the application of dust control and de-icing liquids with the agreement of purchasing of at least 16,500 gallons annually. Failure to purchase at least that quantity annually will result in termination of the lease. Further to authorize the Chair to sign the agreement. Selectman Chase seconded the motion. Motion passed 3-0-0.

Appointment – Fire Chief Peter Varney – Emergency Management Director

Chair Swenson made a motion to appoint Peter Varney, the New Durham Fire Chief, as the New Durham Emergency Management Director with a term to expire March 31, 2022. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Celebrate New Durham Day

Town Administrator Kinmond stated discussion of this is on the agenda for the Parks and Recreation Commission and they will be meeting later this month. Selectman Veisel stated she explained to the members that there were a few options they discussed, including the Commission setting up and running it; or postponing it until the end of summer when there would be a Director to oversee it; or it may be cancelled for this year due to scheduling conflicts. The Board agreed it would not be happening in July and the Board of Selectmen will wait for comments from the Parks and Recreation Commission to make a decision.

Chair Swenson made a motion to enter into nonpublic session pursuant to RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (b) – the hiring of any person as a public employee; (c)- matter which, if discussed in public would likely affect adversely the reputation of any person. Selectman Veisel seconded the motion.

Roll Call: Selectman Veisel – aye; Selectman Chase – aye; Chair Swenson – aye. Motion passed 3-0-0.

The Board entered nonpublic session at 9:03 a.m.

The Board reentered public session at 9:44 a.m.

Chair Swenson made a motion to seal the minutes of the nonpublic session of the July 09, 2019 Board of Selectmen meeting for reasons that it may adversely affect reputation of one other than the Board. Selectman Veisel seconded the motion. Motion passed 3-0-0.

Selectman Chase left the meeting at 9:47 a.m.

Birch Ridge Community Forest Celebration

Chair Swenson stated the celebration is scheduled for Saturday, July 13, 2019 and the Board of Selectmen have been invited to attend. More information and schedule of events in on the Town website.

Approval of Minutes

June 19, 2019 – Edits were made. **Selectman Veisel made a motion to approve the minutes as amended. Chair Swenson seconded the motion. Motion passed 2-0-0.**

July 2, 2019 – Edits were made. **Selectman Veisel made a motion to approve the minutes as amended. Chair Swenson seconded the motion. Motion passed 2-0-0.**

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Adjourn

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

The meeting was adjourned at 9:53 a.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary