

**NEW DURHAM BOARD OF SELECTMEN  
New Durham Town Hall  
October 28, 2019, 4:00 p.m.**

**Final Approved 11-18-19**

**Present**

Chair David Swenson  
Selectman Cecile Chase  
Selectman Dorothy Veisel

**Also Present**

Scott Kinmond, Town Administrator

**Call to Order**

Chair Swenson called the meeting to order at 4:10 p.m.

**Public Input**

None.

**Agenda Review**

No changes were made to the agenda.

Selectman Veisel asked if the letter to the Governor Wentworth School Board has been sent. Town Administrator Kinmond replied it has not but he will be hand-delivering it.

**2020 Budget Review**

Chair Swenson distributed for review background on various CRF accounts. He explained this includes a fund balance summary of the CRF and ETFs; a five-year review of approved CRF / ETF funding levels by the voters, and the 2020 CIP recommendations, i.e. a comparison of all the CRF and ETFs that were requested in the CIP and those amounts recommended by the CIP committee.

Selectman Chase jointed the meeting at 4:17 p.m.

The Board reviewed and discussed the summaries. Chair Swenson noted the compound growth rate over the period of time prior to 2020 (since 2015) is almost 120%. Selectman Chase stated the Board has shown by the concentration on funding that the Select Board understands the roads are the number one asset in the community.

Chair Swenson noted this meeting would be adjourned about 5:30 p.m. for a joint meeting with the cyanobacteria committee in Alton and suggested looking at specific accounts due to the time constraint.

**Account 4901 – Land Improvements**

Town Administrator Kinmond explained how the budget was created for this account. He noted it does not take into consideration any of the engineering for the road projects with the exception of the work under the 319 grant which would hopefully cover the engineering costs. Town Administrator Kinmond outlined the work to be done is road preservation work which is the asphalt rubber chip seal on Valley Road, Quaker Road, Tash Road, and Berry Road to the gravel portion. He stated the remaining funds would be for work on Ham and Birch Hill roads. Town Administrator Kinmond requested the Board consider encumbering any leftover funds from the 2019 road budget for 2020 as there is a multi-year paving contract. The Board reviewed and discussed the roads projects, including culverts, for the next few years. Chair Swenson asked for a detail on the 2020 road work planned and suggested postponing further review until more information is available.

### **Account 4902, 4903 – Capital Outlay Projects and Equipment**

#### **Account 4916 – Expendable Trust Funds**

Chair Swenson outlined the ETF lines and suggested the office computers account may be low as they already know there will be \$18,000 due for the finance software and suggested the Computer System ETF line be increased from \$20,000 to \$25,000. It was agreed to decrease the line for Accrued Benefit Liability from \$2,500 to \$0 as the projected year end balance would be sufficient to address any 2020 needs. The Board discussed the need for continuing to implement computerized records management systems and agreed to follow the recommendation of CIP. Town Administrator Kinmond noted the total is \$100,000 less than last year.

**Chair Swenson made a motion to approve Account 4916, ETFs, with the following line items: Computer Systems and Office Equipment \$25,000; Records Management \$10,000; Town Buildings and Improvements, \$20,000 for a total of \$55,000. Selectman Chase seconded the motion. Motion passed 3-0-0.**

Chair Swenson stated that per the recently approved State budget, New Durham will receive \$43,466 and the Board can choose to do a few different things including directly applying to the tax rate, apply it to a special project, or receive it into the General Fund.

**Selectman Chase made a motion to apply the \$43,466 that will be coming to the Town of New Durham from the State of New Hampshire 2020 budget, to be applied to reduce the tax rate. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

#### **Account 4915 – Capital Reserve Funds**

The Board reviewed and discussed the CIP recommendations for the Capital Reserve Funds. Chair Swenson stated the CIP recommendation for the Highway Equipment is \$32,721 and noted the range has gone from \$7,000 to \$25,000. He noted the balance of the account is roughly \$85,000 and it was agreed to reduce this line and increase the Solid Waste Equipment line. Chair Swenson noted the balance for the Highway Trucks line is \$95,000. Town Administrator Kinmond noted the plan is to replace a dump truck in 2020 and it will be about \$100,000 with possibly another truck the following year.

*New Durham Board of Selectmen Meeting  
October 28, 2019*

The Board reviewed and discussed the rationale for the purchase of the next truck on the replacement schedule. Chair Swenson noted the balance for the Milfoil account is \$11,500 and explained the treatment is typically around \$26,000. It was agreed to keep Dry Hydrants at \$0; Municipal Land Acquisition at \$0. The Board discussed the Gravel CRF; Selectman Chase suggested it should be an operating expense. Chair Swenson suggested they could do a warrant article for the gravel whether it is for purchase of gravel or to determine if Town land could be used for the Town's gravel supply. He also suggested upping the Smith Ballfield to \$5,000. Selectman Chase questioned the Meetinghouse recommendation noting the CIP was told the anticipated balance would be about \$5,000 but the projected balance is closer to \$50,000. She stated there are significant roof issues but they need to make a decision whether it will be maintained or allowed to fall in and suggested getting the roof repaired. Chair Swenson indicated that based on his understanding the roof cannot be properly repaired until the structure itself is more stabilized. Selectman Veisel concurred with keeping the structure maintained. Chair Swenson stated he would support the project if there was more aggressive private fundraising by the Meetinghouse Committee or others.

**Old Business**

**Next Meeting**

Monday, November 4, 2019, 6:00pm, New Durham Town Hall.

**Chair Swenson made a motion to recess the meeting of October 28, 2019 to be reconvened in a joint meeting with the Alton Board at 6:00 p.m. in Alton. Selectman Veisel seconded the motion. Motion passed 3-0-0.**

The meeting was recessed at 5:38 p. m.

Reopened at Alton Town Hall at 6:04 p.m.

Presentation was made by Forest Bell, Principal, FB Environmental Association regarding Meerymeeting Watershed Management plan and the various phosphorus loading sources of the watershed and ways to mitigate the loading and reduce the impact to the watershed.

Presentation concluded with the review of approximately 30 questions which had been reviewed by the consultants and by the CMSC Chair, Fred Quimby. Mr. Bell advised that he has provided responses to all the questions and provided resource links as well. Mr. Quimby advised those in attendance that he would send to the Town Administrators for posting on the website and anyone wishing a copy to email him

**Chair Swenson made a motion to adjourn, Selectman Veisel seconded the motion. Motion passed 3-0-0.**

Meeting adjourned at 7:30 p.m.

*New Durham Board of Selectmen Meeting  
October 28, 2019*

Respectfully Submitted,

Jennifer Riel, Recording Secretary  
&  
Scott Kinmond, Town Administrator