

New Durham Board of Selectman Meeting
August 27, 2020

**TOWN OF NEW DURHAM
BOARD OF SELECTMEN
August 27, 2020, 7:00 p.m.
Public Session
New Durham Town Hall**

Final Approved 10-14-20

In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2

Attendees log into: Join Zoom Meeting

<https://us02web.zoom.us/j/88361725881?pwd=SWR0NVJWVXBxejdwKzFsb3o2bk9hUT09>

Meeting ID: 883 6172 5881 Passcode: 841174; Or via telephone number: 1-646-558-8656; Meeting ID: 883 6172 5881 Passcode: 8411744; 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, Chairman –via Zoom at Town Hall

Cecile Chase –excused absence

Dorothy Veisel –via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator–via Zoom

CALL TO ORDER

Chair Swenson called the meeting to order at 6:00 p.m. and reviewed the fact the meeting was being held per Governor's Executive Order # 12 along with all conditions as stated below.

Chair Swenson made a motion to go into nonpublic session under RSA 91-A :3 III a, b, c.

Selectman Veisel seconded the motion. Roll Call: Selectman Veisel – aye; Chair Swenson – aye.

Motion passed 2-0-0.

Chair Swenson resumed the Board of Selectmen public session meeting at 7:10 p.m. He stated the meeting was opened at 6:00 p.m. and immediately entered nonpublic session pursuant to RSA 91:A.

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.

Chair Swenson made a motion to seal the minutes of the nonpublic session of the August 27, 2020 Board of Selectmen meeting for reasons that it may affect reputation of someone other than the Board. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson noted Selectman Chase is not present at this time but there is a quorum of the board present to proceed.

Agenda Review

Chair Swenson stated that as a result of the nonpublic session additional items are being added to the Agenda: Proposed Employee Lunch; Election Grant Opportunities; Budget Review Schedule.

Wage Adjustment

Chair Swenson stated that based on work done in 2019 and 2020 several wage adjustments and increases were determined to be appropriate. Following that and with additional review there are additional wage adjustments to be made to complete the 2020 process in meeting market needs while also understanding the Town's difficult financial position as a result of the pandemic.

Chair Swenson made a motion to increase Police Chief Bernier's rate of pay effective August 24, 2020 from \$35.76 to \$36.76 per hour. Selectman Veisel seconded the motion. Roll Call: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion to increase Part Time Police Officer Jason Roy's rate of pay effective August 24, 2020 from \$20.60 to \$21.20 per hour. Selectman Veisel seconded the motion. Roll Call: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion to increase Department of Public Work / Road Agent Don Vachon's rate of pay effective August 24, 2020 from \$26.85 to \$27.40 per hour. Selectman Veisel seconded the motion. Roll Call: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion to increase Solid Waste Facility Supervisor Josh Johansen rate of pay effective August 24, 2020 from \$18.20 to \$18.70 per hour. Selectman Veisel seconded the motion. Roll Call: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson stated that during the COVID-19 pandemic Federal and State provided stipend income

to essential personnel, mainly Fire and Police Department employees; he stated in spite of currently projected revenue shortfalls, they still want to recognize other employees relative to this.

Chair Swenson made a motion to provide a onetime \$300 stipend payment to all full time Town of New Durham employees, excluding Police and Fire Department employees who have not previously received Federal or State income. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion to provide a one time \$150 stipend payment to all part time Town of New Durham employees, excluding Police and Fire Department employees who have not previously received Federal or State income. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion that these stipends be provided from Account 4155. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Employee Luncheon

Town Administrator Kinmond explained the precautions and guidelines which would need to be in place as far as communal food service. The Board discussed location options; Town Administrator Kinmond stated they would ask people to sign up for planning purposes.

Election Staff and Grant Opportunities

Chair Swenson made a motion to waive the second week of the vetting period as time is of the essence and appoint Russ Davis of New Durham, New Hampshire as an alternate Inspector of Elections with a term to expire August 31, 2021. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Chair Swenson made a motion to waive the second week of the vetting period as time is of the essence and appoint Bria Seay of New Durham, New Hampshire as an alternate Inspector of Elections with a term to expire August 31, 2021. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Budget Review Schedule

The Board reviewed the meeting schedule. Town Administrator Kinmond stated he sent the proposed meeting schedule to Selectman Chase and she will get back to him. Town Administrator Kinmond stated the recommendations are to keep the meetings via Zoom for the time being in order to provide a mechanism for public access.

Chair Swenson stated the Election grant opportunity provides for up to 80% of the additional costs of processing absentee ballots due to the pandemic issues. He stated the estimated projection grant amount at this point is up to \$7,982.68 with the Town portion of 20% at \$1,330.45. Chair Swenson proposed accepting the grant under the estimated numbers, noting the application is due tomorrow. The

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Board concurred.

Chair Swenson made a motion to accept the Federal CARES Act Election Grant with a total expenditure of \$7,982.68 in anticipated costs with 80% funded by the Grant in the amount of \$6,652.24 and the Town supporting a 20% in the amount of \$1,330.45 and for the Town Administrator to make application and the Board of Selectman Chair to sign the application with the Town Administrator as the Town's Agent. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

Emergency Management Interview Panel

Town Administrator Kinmond stated Mr. Varney is still working on putting together a job description.

Next Meeting

September 14, 2020, 7:00 p.m. via Zoom

ADJOURN

Chair Swenson made a motion to adjourn. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Veisel – aye; Chair Swenson – aye. Motion passed 2-0-0.

The meeting was adjourned at 7:44 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary