

**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Town Hall**  
**August 9, 2017, 9:30a.m.**

*DRAFT: These minutes are strictly a draft copy and are awaiting amendment or approval at a subsequent, duly noticed public meeting. Amendments to these minutes will be noted in the minutes of said meeting. The draft will be posted on the website as a draft copy for public informational use only.*

**Present**

Chair David Swenson  
Selectman Cecile Chase  
Selectman Rod Doherty

**Also Present:**

Scott Kinmond, Town Administrator  
Peter Varney, Fire Chief.

**Call to Order**

Chair called the meeting to order at 9:30am.

**Public Input**

Fire Chief Varney stated he has looked into replacing the command car and stated the 2017 models are almost sold out and noted some differences in the vehicles with waiting for a 2018 model. He stated he doesn't want to have to put a lot of money into the current vehicle. Selectman Doherty asked the price difference between 2017 and 2018. Town Administrator Kinmond concurred its not always beneficial to buy the first year a new model is available due to recalls and problems, noting they are also unable to know the exact specifications of the new model.

**Agenda Review**

No changes were made.

Selectman Doherty asked when the policy review is due from the Ethics Committee.  
Chair Swenson asked that it be available for the first Board of Selectmen of September.

**Town Administrator's Report**

Town Administrator Kinmond stated he received a sample of the sign for the New Durham Community Room and explained the details. He stated they are also planning to put in some basic appliances, etc.

**New Business**

**Road Block Grant Public Hearing**

Chair Swenson stated the hearing for acceptance of the funds has been set for August 24, 2017, 7:00pm. He stated he would also like to add to that meeting discussion of the acceptance of unanticipated revenue from the reevaluation CRF.

**Chair Swenson made a motion to have the public hearing on August 24, 2017 at 7:00pm at the New Durham Town Hall for both the SB 38 Highway Block Grant Additional Funding and the unanticipated revenue from the discontinuance of the reevaluation Capital Reserve Fund and be posted immediately. Selectman Doherty seconded the motion. Motion passed, 3-0-0.**

#### **Department of Public Works Job Descriptions**

Chair Swenson stated at the last meeting they did a blanket motion acceptance of the job descriptions but opened discussion of the director position. Town Administrator Kinmond stated edits were made to the job description. Chair Swenson stated he would like to add to the positions a statement noting these positions report to the DPW director.

**Chair Swenson made a motion that the statement be added to the job descriptions that the positions report to the DPW Director to the job descriptions approved August 3, 2017. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

Edits were made to the director job description.

**Chair Swenson made a motion to approve the amended job description for the DPR Director/Road Agent position as amended August 9, 2017. Selectman Doherty seconded the motion. Motion passed 3-0-0.**

#### **Budget Review**

Town Administrator Kinmond stated the Budget Committee requested to have a joint meeting with the Board of Selectmen at the meeting of September 7, 2017. He suggested also setting a date for the week of September 25 and stated they need to have dates set to be able to distribute a timeline to boards and committees. It was agreed meetings would be set for Thursday mornings. There was discussion about the budget recommendations and future planning. Town Administrator Kinmond stated the road surface management study will be helpful in planning that aspect.

#### **Personnel Insurance Policies**

Town Administrator Kinmond stated he has been working on comparisons and noted there are significant changes relative to part time staff and benefits.

**Selectman Chase 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 Doherty seconded the motion. Motion passed, 3-0-0.**

**Roll Call: Selectman Chase – Aye; Selectman Doherty – Aye; Chair Swenson – Aye.**

The Board entered nonpublic session at 10:35am.

*New Durham Board of Selectmen Meeting*  
*August 9, 2017*  
*DRAFT*

The Board reentered public session at 11:47 a.m.

Chair Swenson stated while in nonpublic session the board discussed personnel issues as well as other topics covered by RSA 91:a.

**Selectman Chase made a motion to seal the minutes of the nonpublic session of August 9, 2017. Selectman Doherty seconded the motion. Motion passed, 3-0-0.**

**Adjourn**

**Selectman Chase made a motion to adjourn. Selectman Doherty seconded the motion. Motion passed, 3-0-0.**

The meeting was adjourned at 11:48 a.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary