

New Durham Board of Selectmen Meeting  
May 14, 2018  
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**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Town Hall**  
**May 14, 2018, 6:00pm**

*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 Dorothy Veisel

**Also Present:**

Scott Kinmond, Town Administrator  
Mike Gelinas, resident  
Ellen Phillips, resident  
Jeff Earls, Cross Country Appraisal Group  
Terry Jarvis, resident  
John Chase, resident  
Scott Lehner, resident

**Call to Order**

Chair Swenson called the meeting to order at 6:02pm. He stated the plan for the meeting was to have a site visit to the dam however additional information has been presented that may negate the need for that site visit.

Mike Gelinas stated he is suggesting that the Town wait until next year when the Town has full and complete ownership of the property. Mr. Gelinas asked the Board of Selectmen to authorize him to look into what should be done and the permitting process so they are ready when the time comes. He also explained the necessary fees involved and the anticipated timeline of working through the project. The Board reviewed the maps and Mr. Gelinas explained the areas of the river, parking and waterflow from runoff. Mr. Gelinas also described the work proposed.

**Selectman Chase made a motion to approve \$200 permitting fees for erosion control and improvements to the Marsh Pond boat access on Merrymeeting Road.**  
**Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Mr. Gelinas stated he would be working on getting cost estimates for materials.

**Public Input**

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Selectman Veisel stated she attended the karate class at the elementary school and was pleased with the attendance and success of the program sponsored by the Parks and Recreation Commission.

### **Agenda Review**

Town Administrator Kinmond added review of the Property Tax Warrant.

### **Town Administrator's Report**

Town Administrator Kinmond stated the safety workshop went well and many staff were recertified in the Fire Extinguisher use and Fire safety and CPR/AED recertification.

Town Administrator Kinmond distributed the Consent Manifest for review by the Board.

### **10 Wheel Highway Dump Truck with Plow Gear & Spreader Body Bid Results**

Town Administrator Kinmond distributed a memo of justification from the Department of Public Works director for changing from 6 wheel dump truck to 10 wheel dump truck. He explained the increases in cost as well as the uses and lifecycle of the vehicle. The Board reviewed and discussed the proposed change.

Town Administrator Kinmond stated bids were opened at 2:00 today and three were received for cab and chassis and three bids for complete packages. He explained the differences between the bids and these were reviewed by the Board. Town Administrator Kinmond recommended trading the old Freightliner vehicle. The Board reviewed and discussed the bids.

### **Adopt-A-Spot**

Town Administrator Kinmond stated the only submission received is from Ms. Phillips and her group. He stated he expects the project to grow as people learn more about it.

### **2018 Road Program- Anticipated Projects List**

Town Administrator Kinmond distributed a memo outlining the road program, noting it may change as they are still working with engineers relative to bidding for the culverts. He also explained the rubberized chip sealing process. It was noted the State of New Hampshire has topped some of the roads through Main Street area. The Board discussed the benefits of this process as well as the process of chip sealing vs. rubberized chip sealing.

### **Property Tax Warrant**

Town Administrator Kinmond distributed the warrant put together by the Tax Collector for review by the Board. Chair Swenson noted there is a bill in the State legislature regarding changing the interest rates of unpaid taxes.

**Chair Swenson made a motion to approve the Property Tax Warrant as stated in the amount of \$4,712,533.00 with and interest of 12% after July 2, 2018 for all sums not paid before that date. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Request to Subdivide- Map 205, Lot 001**

Town Administrator Kinmond stated this has been reviewed by the Planning Board and distributed copies of maps, sketches and original documents submitted in 2000 for road improvements to the Class VI Roadway (Cobble Crown Rd). The Board reviewed and discussed the documents submitted with the property owner Scott Lehner. It was agreed further recommendations would be requested from the Planning Board, specifically regarding specifics on the necessary conditions to be met to proceed with the subdivision.

**Cross Country Appraisal - Assessing Contract**

Chair Swenson stated the Town has an agreement with the company and it was brought to the Town's attention recently that they need to find an alternative approach relative to software issues. He stated some edits were made to the agreement along with the addition of services. The changes to the agreement were reviewed and discussed by the Board with Mr. Earls. Further edits were made.

Town Administrator Kinmond distributed the equalization matrix for review by the Board. Mr. Earls gave an explanation of how the rates are calculated.

**New Business**

**Tax Credit Application - Elderly Exemption & Solar Energy Exemption- Map 239, Lot 027**

Town Administrator Kinmond explained the RSA regarding the solar energy exemption and noted Town Meeting/governing body, has never specified the amount to be granted. Chair Swenson stated he doesn't want to set a precedent in granting this and doesn't see how the previous exemption amount was calculated. Town Administrator Kinmond stated the property owner gave proof of the cost of the upgrade and that's how the initial exemption is calculated. Selectman Chase asked Town Administrator Kinmond to follow up on the definition and research the process within the Town. Town Administrator Kinmond noted the exemption is as long as the solar is in place and is granted every year. TA Kinmond stated that in accordance with the RSA the legislative body should have dictated the exemption amount and process.

**Application for Current Use- Map 261, Lot 10 (7.56 Acres- runs contiguous with Farmington parcel)**

The Board reviewed and discussed the application. Selectman Chase suggested approving contingent on clarification from Farmington. Approval was postponed for clarification from the Town of Farmington that the contiguous property will also be put into current use as well as the map/lot number.

**2017 Joint Loss Management Committee Report**

The Board reviewed the report. Chair Swenson commended Town employees for working well in jobs with potential safety issues and treating the issues with respect and handling things safely.

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**Old Business**

**Tax Deeded Property Sales- Review of Remaining Properties for Potential Sale**

Town Administrator Kinmond distributed a list of Town-owned properties which may be offered for sale. The Board reviewed and discussed the properties and Town Administrator Kinmond suggested merging some of them to make bigger, more saleable lots.

**Chair Swenson made a motion to merge Map 209, Lot 62 with Map 209, Lot 63 and Map 209, Lot 64, all lots being tax-deeded lots with the Town of New Durham, and the owner of record being the Town of New Durham, and are hereby merging said lots into one lot of record, being Map 209, Lot 062. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to merge Map 210, Lot 84 and Map 210, Lot 85 to make a more conforming lot. Chair Swenson seconded the motion. Motion passed, 3-0-0.**

**Chair Swenson made a motion to authorize the Town Administrator to obtain proposals from auction companies for parcels as listed and reviewed 5/14/18, with said proposals to be reviewed at the June 4, 2018 Board of Selectmen meeting with an auction date in August 2018. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Strafford Regional Planning Commission- Commissioner appointee nominations**

Chair Swenson stated no one has volunteered for the appointment as this time.

**Future Meetings**

May 15, 2018, Human Resources Policy Rewrite –8:30am, New Durham Community Room

May 21, 2018, Non-Public Session, 6:00pm, New Durham Town Hall

June 4, 2018, Public Session, 6:00pm, New Durham Town Hall

June 25, 2018, Public Session, 6:00pm, New Durham Town Hall

**Review and Approval of Minutes**

Meeting of April 9, 2018 – Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Meeting of April 11, 2018 Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Meeting of April 12, 2018 Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

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Meeting of April 17, 2018 Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Meeting of April 30, 2018 (9:00AM) Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Meeting of April 30, 2018 (6:00PM) Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Meeting of May 3, 2018 Edits were made. **Selectman Chase made a motion to approve the minutes as amended. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Town Administrator Kinmond stated he needs a Board of Selectmen member to sit on the interview boards for the police and department of public works positions. Chair Swenson will sit for the DPW and Selectman Veisel for the police.

**Adjourn**

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

The meeting was adjourned at 8:58pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary