**NEW DURHAM BOARD OF SELECTMEN**

**New Durham Town Hall**

**May 23, 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 Selectman Chase

Selectman Dorothy Veisel

**Also Present:**

Scott Kinmond, Town Administrator

Fred Quimby, Cyanobacteria Mitigation Committee

Art Hoover, resident

Catherine Orlowicz, resident

Mike Gelinas, resident

Clayton Randall, resident- Meetinghouse Restoration Committee

Fred Quimby, resident

David Bickford, resident

George Gale, resident- Meetinghouse Restoration Committee

Cathy Allyn, resident- Meetinghouse Restoration Committee

**Call to Order**

Chair Swenson called the meeting to order at 6:00pm.

**Appointments/ Announcements**

Fred Quimby, chair of the Cyanobacteria Mitigation Committee, gave a presentation reviewing the organization of the committee followed by an update on the progress and actions being pursued by the committee regarding cyanobacteria in the Town’s waterways. He explained the dangers of the bacteria as well as the common causes that contribute to the blooms of cyanobacteria. Mr. Quimby presented reports and documents for review by the Board and explained the waterways involved with the high phosphorus levels which contribute to the growth of the bacteria. The water tests summary was also distributed and reviewed. Mr. Quimby explained the sources which were determined be contributing to the highest concentrations of phosphorus including the fish hatchery and a beef farm. A summary of recommended limits provided by the Environmental Protection Agency was presented and reviewed. Mr. Quimby stated they have been working Conservation Law Commission as well as HGR in conjunction with the NH Fish and Game and are ready to move forward. He stated there would be a consortium of these groups at the New Durham Community Room on May 31, 2018 at 6:30pm, open to the public. The Board agreed to draft a letter to encourage the EPA to move on this and contact Joe Kenney on the Executive Committee. Mr. Quimby also presented photos for review.

Ron Gehl, resident, recommended contacting senators and federal agencies notifying them of the effects this problem is having on the land and people.

Chair Swenson noted the anticipated costs for the project would be $49,600. It was clarified the Town of New Durham is the fiscal agent and the committee is the administrative agent. The contract was reviewed and discussed.

**Chair Swenson made a motion to authorize the Town of New Durham to serve as fiscal agent for the Water Management Plan and DES Implementation Grant arising from the Water Management Plan under the condition that the Town of Alton agrees to the Town of New Durham serving as the fiscal agent. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Chair Swenson made a motion to authorize the chair of the board to sign a contract with FB Environmental Associates for consulting services for the creation of a watershed management plan for the Merrymeeting River and Lake watershed for a joint partnership with the Town of New Durham, Town of Alton, NH Fish and Game and Merrymeeting Lake Association. Said contract being managed by the Cyanobacteria Mitigation Committee as the administrative agent on the condition of the Town of Alton agreeing to this organizational structure. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**1772 Meetinghouse Committee Update**

Cathy Allyn, committee member, presented copies of the committee’s meeting minutes as well as a summary of recent activity by the committee. She explained they have been working on obtaining grant funding, and stated they still funding by the Town into the capital reserve fund which will allow the L-CHIP grants to be accepted. Ms. Allyn explained the opportunities for further grants they can pursue down the road. She stated the next step for the building will be the framework. Ms. Allyn also explained the plans for a picnic and ice cream social event.

Clayton Randall, committee member, stated the tree work has been completed and it looks nice.

Ms. Allyn stated drawings are also in the works and explained the feedback and support she hears in regards to having a function hall available for use. She also asked the Board of Selectmen to review the binders presented during the site walk last Fall which outlines the committee’s charter, goals, the plans, phases and projected costs. Ms. Allyn gave statements in response to the Board’s request for additional information as well an overview of the historical intentions and purposes of use by the community. (*See attached*).

Selectman Chase replied to Ms. Allyn’s statements and stated she is in full support of the project but believes the building also needs to be protected. Ms. Allyn clarified the wide variety of general uses and explained the circumstances in which people would be using it. There was discussion about there being many large projects within the Town.

George Gale, committee member, pointed out the committee’s charter details, noting although the Board of Selectmen changes every year, the charter and committee goals have remained the same. There was further discussion by the Board of the supporting information and documentation expected for justification.

**Public Input**

David Bickford, resident, stated in the draft minutes of the morning meeting of April 30, the “Public Input” section was removed from the draft and wrongly approved with it omitted. Mr. Bickford stated there appointments which have not been done by the Board of Selectmen and noted its time again to do the Fire Chief. Chair Swenson noted discussions have begun on this. Mr. Bickford stated money was designated for perambulations as required by law and suggested they get back on that. He stated he would like to see the v-plow by the Highway Department to be painted and stenciled with the Town name and department. Mr. Bickford noted there is a lot of litter on the sides of the road and a couple years Strafford County jail came out to pick up and suggested the Board of Selectmen look into that again. Mr. Bickford stated he would like to see the results of the evaluation process for the K9 program which the Board of Selectmen voted to continue. Chair Swenson replied the comments and information were made public.

**Agenda Review**

Chair Swenson noted bullets F and G of the Town Administrator’s Report would need to be postponed as Town Administrator Kinmond is still compiling the data for presentation.

**Town Administrator’s Report**

Town Administrator Kinmond distributed the signature manifest for review by the Board of Selectmen.

**2018 First Quarter Financial Review**

Town Administrator Kinmond presented the report for the first quarter of the 2018 budget and this was reviewed by the Board. He explained the expenses and revenues year-to-date.

**2018 Road Program – Pavement Preservation Treatments**

Town Administrator Kinmond presented the road project budget and explained the proposed methods and upcoming projects. He explained the rubberized treatment versus the chip-seal process, noting the costs are higher but the life cycle is longer. He also outlined the roads being treated.

**Chair Swenson made a motion to authorize purchase order #2454 in the amount of $10,500 to Continental Paving of Concord, NH for contract services of paving New Durham Road from Main Street to the Alton Town line with said funds to come from account 01-5001-20-001, 2017 SB 38 Highway Block Grant Funds, and replace other potential plan for 2018 so that the total work done does not exceed road budget of $477,000. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Chair Swenson clarified Town Administrator Kinmond indicated a 4-6 year lifecycle for this method. Town Administrator Kinmond replied conventional chip seal is about 3 years before cracks come back up and explained the different compounds used in the rubberized method and in application for improved longevity.

**Chair Swenson made a motion to authorize purchase order #2577 in the amount of $110,685.20 to Allstate Asphalt of Southerly, MA, for contract service of asphalt rubber chip treatment of Davis Crossing Road to Tash Road, said expenditure to come from account 01-4901-10-081. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Library Walkway Replacement**

Town Administrator Kinmond stated the walkway to the library is deteriorated and water from the roof has caused problems with drainage in the area as well. He stated a quote was received from the removal of the existing walkway and replacing it with an impervious surface as recommended by Wendy Anderson. It was noted the walkway would need to remain within the existing footprint. The Board reviewed the quote and Chair Swenson noted other companies were solicited for quotes but were unable to meet the requirements.

Mr. Bickford stated the walkway should have been put to the front and suggested confirming the location of the septic to move the location of the walkway so water would not run down onto the walkway. Town Administrator Kinmond explained the recommendations made and possible solutions to the drainage problems.

**Selectman Chase made a motion to authorize purchase order #2578 in the amount of $6,372 to Sharper Image Landscape of Alton, NH for the removal and installation of the Library entrance walkway. Work to be completed with assist by the DPW in the process of removal of the existing walkway and disposal of the concrete section. Said expense to come from account 01-5000-20-066, Town Buildings ETF and to request the Trustee of Trust Funds to withdraw and transfer said amount to account 01-4916-10-066, Town Buildings ETF to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**New Business**

**Tax-Credit Application**

Town Administrator Kinmond presented the information he gathered regarding the 1979 warrant article for the solar energy exemption. He explained it was determined that since that time, exemptions have been based on the costs of the energy improvement which is taken off the assessment and the rationale used for this approach. Chair Swenson noted he will not vote for this as its not in compliance with the State statute and recommended putting on the next warrant article.

**Selectman Chase made a motion to approve a tax credit for solar energy systems tax exemption for Map 231, Lot 27 in the amount of $10,500. Selectman Veisel seconded the motion. Discussion:** Selectman Chase stated she doesn’t want to impact the homeowner because the Town is not in compliance. **Motion passed, 2-1-0.**

**Current Use Application – Map 261, Lot 10**

Town Administrator Kinmond presented the application to put 7.5 acres into current use based on the contiguous property also being in current use in the Town of Farmington. This status was confirmed with the Town of Farmington along with maps which were reviewed and discussed by the Board.

**Chair Swenson made a motion to approve the current use application for Map 261, Lot 010, total of 7.65 acres in New Durham and contiguous lots in Farmington to exceed the 10 acres already in current use, to be put in New Durham current use status with the understanding that the Farmington parcels are contiguous and remain in current use status. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Town of Middleton Abatement**

Town Administrator Kinmond presented an abatement request from the Town of Middleton for the town’s lot on King’s Highway.

**Selectman Chase made a motion to abate the amount of $976 for the 2018 first tax bill for Map 219, Lot 12, Town of Middleton in accordance with a reciprocating agreement between the municipalities. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Assessing Services Agreement**

The Board reviewed the agreement. Chair Swenson stated he is concerned with the additional $10-15,000 expense which is not budgeted for although the flip side is the possible increase in valuation. The Board discussed the benefits and drawbacks of approving the new agreement with additional costs.

**CIP Committee At-Large**

Chair Swenson noted all the appointments would be made at the June 4 meeting. Town Administrator Kinmond explained a tentative date of June 7 has been set for the first meeting to arrange the schedule.

**Future Meetings**

May 30, 2018, 8:30am, Human Resources Policy Review, New Durham Community Room

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

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

**Tax-Deeded Properties**

Town Administrator Kinmond stated he expects to have all the information to the auction companies soon to get proposals on their services. He stated the updated list is complete after the merged properties at the last meeting. Town Administrator Kinmond explained most of the companies have the same process now with online auctions.

**Strafford Regional Planning Commission Appointees**

Town Administrator Kinmond stated he has received no applications indicating interest but is going to ask an individual to see if he is interested.

**Public Input**

David Bickford, resident, gave comments relative to the 1772 Meetinghouse project presentation by Ms. Allyn. Chair Swenson replied he was involved in the discussions in past years and noted he has offered his services to help with the business plans to help support justification for the project. Selectman Chase stated she has met with the committee as well and offered help in updating the business plan as well and noted there are individuals in the community with expertise in this area.

Mr. Bickford stated he thinks department heads may also be concerned about the quality of reports they need to bring to the Board of Selectmen and referenced the report submitted for the K9 program evaluation. Chair Swenson replied specific questions are asked and specific information is requested, explaining the report for the K9 evaluation addressed the key points. There was further discussion of the need for business plans and proposals to help in the decision making process and justification.

**Approval of Minutes**

Meeting of May 15, 2018- Edits were made. **Selectman Veisel made a motion to approve the minutes as amended. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

Meeting of May 15, 2018- Edits were made. **Selectman Veisel made a motion to approve the minutes as amended. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Chair Swenson made a motion to continue the May 23, 2018 Board of Selectmen meeting to 9:00am on May 25, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Chair Swenson made a motion that the continuation of the May 23, 2018 Board of Selectmen meeting change location from the New Durham Town Hall to the New Durham Community Room on May 25, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Chair Swenson made a motion to continue the May 23, 2018 Board of Selectmen meeting to 9:00am on May 25, 2018. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

The Board left the meeting at 9:30pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary