

NEW DURHAM BOARD OF SELECTMEN
New Durham Community Room
May 30, 2018, 8:00am

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

Call to Order

Chair Swenson called the meeting to order at 8:01am.

Chair Swenson stated he received an email from Cathy Orlowicz and shared the details. Ms. Orlowicz outlined the plans of the Boodey Farmstead to begin the process of disassembling the barn and the public is invited for a “nail-pulling” party as all pieces going into storage must have nails removed. On-site work is scheduled for May 30, May 31, June 1 and June 2 as well as throughout the week of June 4 and any help is appreciated. The barn is currently located at 221 Chestnut Cove Road, Alton, NH.

Chair Swenson made a motion to enter into nonpublic session pursuant RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (c)- matter which, if discussed in public would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. Selectman Veisel seconded the motion. Motion passed, 3-0-0.

Roll Call: Selectman Veisel – aye; Selectman Chase – aye; Chair Swenson – aye.

The Board entered nonpublic session at 8:06am.

The Board reentered public session at 9:08am.

Chair Swenson stated while in nonpublic session the Board discussed matters relative to personnel issues.

Chair Swenson made a motion to seal the minutes of the nonpublic session of the May 30, 2018 Board of Selectmen meeting pursuant to RSA 91:A. Selectman Veisel seconded the motion. Motion passed, 3-0-0.

Human Resource Policy Review

The Board reviewed and discussed the edits made to the policies as discussed at the last workshop session. Further edits were made to the personnel equipment policy.

Selectman Chase made a motion to approve the Medical Benefits Plan Policy as amended and presented on May 30, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.

Town Administrator Kinmond stated he put together a cost analysis of 11 paid holidays for all regular part time staff. He explained the summary and noted all employees are included. The Board reviewed and discussed the analysis.

Life Insurance Plan Policy

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy.

Selectman Chase made a motion to approve the Life Insurance Plan Policy as amended and presented on May 30, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.

Retirement Plan Policy

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

Long Term Disability Plan Policy

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made to include short-term disability options.

Selectman Chase made a motion to approve the Long Term Disability Plan Policy as amended and presented on May 30, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.

Continuation of Health Insurance Coverage Policy

The Board agreed to include this policy in the Human Resources Manual. The Board reviewed and discussed the policy. Edits were made.

Adjourn

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

The meeting was adjourned at 9:59am.

Respectfully Submitted,

New Durham Board of Selectmen Meeting
May 30, 2018
DRAFT
Jennifer Riel, Recording Secretary