

*New Durham Board of Selectmen Meeting*

*June 4, 2018*

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**NEW DURHAM BOARD OF SELECTMEN**

**New Durham Town Hall**

**June 4, 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

Don Vachon, resident

Shawn Wheeler, resident

Dave Wessell, resident

Polly Wessell, resident

Ellen Phillips, resident

John Laurie, resident

Elaine Laurie, resident

Fred Quimby, resident

Catherine Orlowicz, resident

Matt Ingham, resident

Melissa Ingham, resident

**Call to Order**

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

**Appointments/Announcements**

None.

**Public Input**

None.

**Agenda Review**

Ellen Phillips asked to move the nominations up as she has another meeting to attend at 7pm.

**Talent Bank Applications- Ethics Committee**

Chair Swenson asked Ms. Phillips how many openings are on the Ethics Committee and the Board reviewed the volunteer applications for the Ethics Committee. It was note three applications were submitted for the committee and the applicants were present at the meeting and introduced.

**Selectman Chase made a motion to nominate John Laurie for a position on the Ethics Committee, for a three-year term. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase Judith Polly Wessel for a position on the Ethics Committee, for a three-year term. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Town Administrator's Report**

Town Administrator Kinmond gave an update on the Tax Deeded Property Sales of remaining properties for potential sale and explained the process with auction and suggested waiting for additional information from the auction companies before moving forward.

**Abutter Letter of Interest – Map 210, Lot 081**

Town Administrator Kinmond stated a resident has expressed interest in purchasing abutting property owned by the Town on Map 210, Lot 81. Chair Swenson stated previous actions by the Board of Selectmen worked to sell to abutters and collect backtaxes and fees in the process. Town Administrator Kinmond stated he has reviewed this with the resident and its unclear why this property was not offered to abutters previously. He stated the auction companies recommend selling to abutters as the first option. The Board agreed to get letters out to the abutters of this property notifying them of the availability.

**Selectman Chase made a motion to send letters to the abutters of Map 210, Lot 81 requesting bids for purchasing the property from the Town of New Durham. Selectman Veisel seconded the motion.**

**Chair Swenson made an amendment to the motion for a due date of June 22, 2018, close of business. Selectman Chase seconded the amendment. Amendment passed, 3-0-0.**

**Motion passed, 3-0-0.**

Town Administrator Kinmond distributed the Consent Signature Manifest 5-23-18 to 6-4-18 for review by the Board of Selectmen.

**Purchase Order- Fire Station Apparatus Bay Heating- Electrical work**

Town Administrator Kinmond presented a purchase order for electrical work done in conjunction with the Fire Department apparatus bay heating system and this was reviewed by the Board of Selectmen.

**Selectman Veisel made a motion to approve purchase order #2579 in the amount of \$1,035 to Great Brooks Electrical of Alton, NH for electrical services during the installation of the Fire Station apparatus bay heating system, to be paid from**

**account 01-5000-10-081 and to authorize the Trustee of Trust Funds to transfer the said amount from account 01-5000-10-081, Public Safety CRF. Selectman Chase seconded the motion. Motion passed, 3-0-0.**  
**30.40**

**Presentation: 10 Wheel Highway Dump Truck vs. 6 Wheel Highway Dump Truck**  
Chair Swenson stated there have been prior meetings and discussions regarding the necessary replacement of the vehicle. He explained bids were sent out and the Public Works Department has reviewed the responses. Chair Swenson gave a summary presentation of the information gathered for justification and comparison between the vehicles available as replacements. There was a brief discussion about the comparisons presented. Town Administrator Kinmond explained the different scenarios the truck would be used in and the various applications.

**Selectman Chase made a motion to award the bid per the specifications in the bid package dated May 14, 2018 to McDevitt Trucks of Londonderry, NH in the amount of \$92,928 and add the warranty amount of \$9,725 for a total amount of \$102,653. Said price to include the trade-in of the 2009 Freightliner 4x4 cab and chassis with frame-mounted sander and plows valued at \$30,000 with an estimated delivery within 240 days. Said expenditure to come from account 01-5000-010-063, Highway Truck and to further request the Trustee of Trust Funds to withdraw and transfer said amount from account 01-4915-10-063, Highway Truck CRF to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to award the bid per the specifications in the bid package dated May 14, 2018 for the upfit to a cab and chassis to installation of a dump body, plow equipment and hydraulics and controls and accessories to HP Fairfield of Pembroke, NH in the amount of \$73,244 with an estimated delivery of 240 days from the receipt of the cab and chassis. Said expenditure to come from account 01-5000-010-063, Highway Truck and to further request the Trustee of Trust Funds to withdraw and transfer said amount from account 01-4915-10-063, Highway Truck CRF to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to authorize purchase order #2580 to Messer Truck of Maine in the amount of \$16,500 for the purchase of a slide-in stainless steel highway hydraulic spreader. Said expenditure to come from account 01-5000-010-063, Highway Truck and to further request the Trustee of Trust Funds to withdraw and transfer said amount from account 01-4915-10-063, Highway Truck CRF to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

### **New Business**

#### **NH Fish & Game Grant Agreement- Watershed Management Plan**

Chair Swenson explained the agreement is in regards to the Cyanobacteria Mitigation Steering Committee which began work last year. A presentation was made to NH Fish and Game asking for their participation in the project and a collaboration meeting was

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held last week. He stated NH Fish and Game has provided formal action along with a grant in the amount of \$20,000 towards the watershed management plan along with the Town of Alton. The agreement was reviewed by the Board.

**Selectman Veisel made a motion to authorize the acceptance of the NH Fish and Game agreement for the grant funding in the amount of \$20,000 for the purpose of the Merrymeeting Watershed Management Plan and to authorize the Chair to sign the agreement and grant related documents. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

Chair Swenson thanked New Hampshire Fish and Game for the grant and stated he looks forward to working with them on this project.

**Advocacy Letter on Cyanobacteria Mitigation Steering Committee to US Senators**  
Fred Quimby, resident, explained the research and testing conducted relative to bacteria blooms which made the water bodies being classified by NH DES as “impaired” and the EPA was notified of this problem with the water quality. He explained the permitting and review process as well as an engineered treatment plan being done. Mr. Quimby stated everyone is in agreement the treatment is necessary and ready to move forward but approval is needed from EPA and no response has been received from EPA to date. The draft letter was reviewed and discussed.

**Selectman Chase made a motion that the Board of Selectmen send a letter to Senator Jeanne Shaheen and Senator Maggie Hassen, outlining the difficulties the Cynobacteria Committee of Alton and New Durham has had dealing with the EPA and ask for their intervention as soon as possible to get EPA to act a on discharge plan. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Notice of Abatement- Map 205, Lot 029**

Town Administrator Kinmond explained this property had a fire with a loss of the structure and the tax card was not updated

**Selectman Veisel made a motion to approve the abatement in the amount of \$3,979.94 for Map 205, Lot 029 due to the removal of the building from the assessment with complete loss by fire. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Application for Property Tax Credit- Disability Exemption- Map 243, Lot 045**

Town Administrator Kinmond explained this situation deals with an application for disability exemption and upon review by the assessing contractor it was determined it does not meet the qualifying criteria.

**Chair Swenson made a motion to deny the application for disability exemption tax credit for Map 243, Lot 045 with the contract assessor’s recommendation due to not meeting exception requirement qualifications. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Land Use Change Tax- Removal of 2 acres Current Use- Map 259, Lot 002**

Town Administrator Kinmond explained the application is to remove 2 acres from the 19 acres in current use and the assessor has reviewed and noted there will be a 10% fee in the amount of \$3500 to be paid to the Town.

**Selectman Chase made a motion to authorize the Land Use Change Application for tax Map 259, Lot 002 for the removal of 2 acres from current use. Said assessed value of \$35,000 resulting in a change use tax of \$3500. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Old Business**

**CIP Committee Member Appointment**

Chair Swenson noted this position was posted and was being filled by an individual in hold-over status and this is for reappointment of the same individual.

**Chair Swenson made a motion to nominate William Meyer as a member of the Capital Improvement Plan Committee for a two-year term. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Assessing Services Agreement- (Amended)**

The Board reviewed and discussed the amended agreement. Chair Swenson stated he still has questions about the utilities piece along with the costs for reassessing it this year and noted the budget is not there for it. Selectman Chase suggested it makes sense to do it in the best interests of the Town. It was noted the anticipated revenue will be higher than projected. There was further discussion of the needs and funding.

**Strafford Regional Planning Commission- Commissioner Appointee Nominations**

Town Administrator Kinmond stated they are still looking for volunteers and the individual he asked is not able to take this on now.

**Other**

Town Administrator Kinmond stated he had an inquiry from an abutter of Map 210, Lot 33. The property was never offered to abutters. He stated bids were received for some others but were rejected as the bid criteria were not met. Town Administrator Kinmond explained the progress of paperwork to the Registry of Deeds for accepted bids and suggested reviewing the list of remaining properties and send letters to abutters.

**Chair Swenson made a motion to have the Town Administrator send letters to abutters of Town-owned properties asking for bids and for those bids to be submitted b June 22, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

Town Administrator Kinmond stated Representative Mike Harrington will be at the General Store on Wednesday, June 6 from 9-10:00am.

**Chair Swenson 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, other than a member of the public body itself, unless such person requests an open meeting. Selectman Chase 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 7:52pm.

The Board reentered public session at 9:01pm.

**Chair Swenson made a motion to seal the minutes of the nonpublic session of the June 4, 2018 Board of Selectmen meeting. Selectman Chase seconded the motion. Motion passed 3-0-0.**

**Chair Swenson made a motion to make a conditional offer of employment to Candidate #1 for a full time policy officer, provided the candidate satisfactorily passes all background checks, at a rate of \$18.50 per hour with a start date on or before July 30, 2018. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

#### **Approval of Minutes**

Meeting of May 25, 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 May 30, 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.**

#### **Adjourn**

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

The meeting was adjourned at 9:05pm.

Respectfully Submitted,

Jennifer Riel, Recording Secretary