

**NEW DURHAM BOARD OF SELECTMEN**  
**New Durham Town Hall**  
**August 27, 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  
Fred Quimby, resident  
Catherine Orlowicz, resident  
Ken Fanjoy, resident  
Virginia Fanjoy, resident

**Call to Order**

Chair Swenson called the meeting to order at 6:02pm. Chair Swenson advised that Selectman Chase will be joining the meeting shortly, but had a commitment to attend.

**Appointments/Announcements**

Chair Swenson noted the Governor Wentworth Regional School District Finance Committee will be having a meeting on September 6, 2018, 7:00pm at the Lakes Region Technology Center, with the purpose of the meeting to be review the budget process and answer questions about the budget.

**Public Input**

Mike Gelinas, resident, gave the Board of Selectmen an update on the landing at Marsh Pond. He explained he received donations to cover the expense of the pavers although many people weren't pleased with the posts being placed. He stated he went to the Wetlands Board for a change to the permit plans and determine whether the post could be removed or stone could be added and is awaiting a decision. He hopes to have the project finished up in mid-October.

**Agenda Review**

Chair Swenson added under New Business: Future Meeting Schedule; NHMA Delegate Authorization.

**Powder Mill Snowmobile Club**

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Mike Gelinas, resident, representing the Powder Mill Snowmobile Club, explained there are some deterioration issues and would like to do some minor repairs in the area of Devil's Den. He stated it will be volunteer work and noted the club will also be putting in for grants next year for further work to the road and trails. Mr. Gelinas stated that it's been a while since permission was asked and the Board of Selectmen has changed since then so he would like to formally request permission to continue maintenance of the trails on class VI roads. He asked there be discussion for financial support as some of the roads are deteriorating to where they may not be accessible by emergency vehicles.

**Chair Swenson made a motion to authorize Powder Mill Snowmobile Club and related volunteers to work improvements using grooming vehicle and other processes on the snowmobile related trails on Class VI roads at no cost to the Town. Selectman Veisel seconded the motion. Motion passed, 2-0-0.**

**Boodey Farmstead Nomination–Rick Fogg**

The Board reviewed the request for nomination for an associate member to the Committee. Boodey Farmstead Committee Chair spoke to the nomination, and verifications of attendance at a committee meeting etc.

**Chair Swenson made a motion to nominate Rick Fogg as an associate member to the Zachariah Boodey Farmstead Committee. Selectman Veisel seconded the motion. Motion passed, 2-0-0.**

**Town Administrator's Report**

Town Administrator Kinmond distributed the Consent Signature Manifest for August 6 to August 27, 2018 for review by the Board.

**DPW -Request for No Parking Zone**

Town Administrator Kinmond presented a request from the Director of Public Works for the Board of Selectmen to consider establishing a no parking zone in front of the Fish and Game pond dam on Old Bay Road. He explained vehicles cannot get adequately off the roadway when attempting to park in the area. This has also been reviewed and approved with the Police Chief.

Selectman Chase joined the meeting at 6:30pm.

**Request to Trustees of Trust Funds**

Town Administrator Kinmond presented a request from the Trustee of Trust Funds for the second quarter transfers. The Board reviewed the request for transfers to date for items which have received official action by the Board of Selectmen. Town Administrator Kinmond also presented three items on which the Board had not yet taken action.

**Selectman Veisel made a motion to approve the withdrawal of \$940 from the Town Building Improvement ETF, account 01-4916-20-066 for repairs/replacement of a**

**highway garage overhead door from Seacoast Overhead Door, Inc. and to request the Trustee of Trust Funds to withdraw and transfer the said funds to the General Fund. Selectman Chase seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to approve the withdrawal of \$2100 from the Records Management ETF, account 01-4916-20-065 for software from ClearGov Inc., and to request the Trustee of Trust Funds to withdraw and transfer the said funds to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to authorize the expenditure of \$1515 to Mancuso Landscaping, LLC for installation of landscaping of the veterans' cremation area; said expenditure to come from the Shirley Cemetery Improvement CRF, account 01-4915-10-077 and to request the Trustee of Trust Funds to withdraw and transfer the said funds to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

### **Library Walkway Project**

Town Administrator Kinmond distributed an update for review by the Board of the installation project at the Library. He explained that he along with the Building Inspector have been helping out with the project, and it was determined the plans and materials previously approved would not be appropriate. A new project estimate was developed and additional prices were obtained. The Board reviewed the updated project plans and estimates.

**Selectman Chase made a motion to rescind the approval for purchase order #2578 to Sharper Image Landscape in the amount of \$6,372 due to the project change in scope. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to issue purchase order #2587, not to exceed the amount of \$14,250 to Ironwill Contractors of New Durham for the removal, replacement of Library concrete walkway and to install drainage and landscaping in connection with the project. Said expenditure to come from the Town Building Improvement ETF, account 01-5000-20-066 and whereas the Board of Selectmen are agents to expend to furthermore request the Trustee of Trust Funds to withdraw and transfer said funds from account 01-4916-20-066 to the General Fund. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

### **DPW Projects Update**

Town Administrator Kinmond gave a summary of the update from the Department of Public Works projects including the installation of culverts on South Shore Road. He explained the wetlands permits have been submitted, the Road Agent is securing written permissions from abutting property owners. Town Administrator Kinmond stated he plans to put the project out to bid by October with an award in later fall 2018, and the work to be done in 2019. He also gave an update on the road projects including applications of rubberized coatings on various roads.

### **Appointment of Inspectors of Election & Alternate Inspectors of Elections**

**Selectman Chase made a motion to appoint the following residents as inspectors and alternate inspectors of Elections with a term of office to expire August 1, 2019 – Richard Leonard, Inspector of Elections; Fred Quimby, Inspector of Elections; Richard McCormick, Alternate Inspector of Elections; Shirley McCormick- Alternate Inspector of Elections; Donna Young- Alternate Inspector of Elections; Elaine Laughlin - Alternate Inspector of Elections; Jennifer Thompson - Alternate Inspector of Elections; Joan Swenson- Alternate Inspector of Elections; Shirley Currier- Alternate Inspector of Elections; Wendi Fenderson- Alternate Inspector of Elections; Grace Gelinas - Alternate Inspector of Elections; Theresa Jarvis- Alternate Inspector of Elections; Angela Pruitt- Alternate Inspector of Elections; Cynthia Quimby- Alternate Inspector of Elections; David Shagoury- Alternate Inspector of Elections; Linda Callaway- Alternate Inspector of Elections. Selectman Veisel seconded the motion. Motion passed, 2-0-1.** Chair Swenson abstained.

### **New Business**

#### **Property Tax Abatement Request– 2016, 2017, Map 259, Lot 22**

Town Administrator Kinmond presented a request for an abatement of 2016 and 2017 taxes for building that burned. The Board reviewed and discussed the application.

**Selectman Chase made a motion to approve the abatement in the amount of \$47,908 for Tax Map 259, Lot 022, per the contract assessor's recommendation. Said abatement covers tax years of 2016 and 2017. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

#### **Tax Repayment Agreement Renewal -Map 209, Lot 005**

Town Administrator Kinmond explained further clarification was obtained regarding the language of the agreement and the Tax Collector explained the requested change in wording to accommodate two payments per month.

**Selectman Chase made a motion to grant the repayment agreement for Map 209, Lot 005 which was previously approved on July 6, 2017. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

#### **Tax Repayment Request - Map 118, Lot 044**

Town Administrator Kinmond presented a request for a payment plan for back taxes. He explained the Tax Collector recommends this agreement to avoid the property becoming a tax-deeded property. The Board reviewed and discussed the proposed agreement. Edits were made to the agreement and the Board concurred on approval of the agreement, if the applicant concurs with the Select Board edits. i.e. Minimum of quarterly payments, with monthly amount of no less than \$1450.00, agreement is annual, and renewable upon annual review of payment history and recommendation of Tax Collector.

### **2018 Tax Collector Tax Deeding**

The Board reviewed the list presented for parcels to be tax deeded.

**Chair Swenson made a motion to authorize the Tax Collector to deed the following properties for the Town due to lack of payment of property taxes: Map 249, Lot 001; Map 219, Lot 005; Map 210, Lot 086; Map 201, Lot 147; Map 210, Lot 056; Map 201, Lot 059. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

#### **Tax Deeded Property Sales Auction Services**

Chair Swenson stated a list of properties were offered to abutters but there remains some properties which abutters are not interested in and stated they need to determine how these properties will be sold. Town Administrator Kinmond stated he contacted auctioneers with one being interested in auctioning the properties.

**Selectman Chase made a motion to have the following tax deeded properties which have exceeded the three year holding period and commit to have these properties sold at public auction: Map 205, Lot 047; Map 209, Lot 060; merged lots under Map 209, Lot 062, Map 209, Lot 076, Map 209, Lot 012, Map 210, Lot 058; merged lots now under Map 210, Lot 084, Map 210, Lot 097, Map 210, Lot 103, Map 210, Lot 114, Map 210, Lot 130, Map 243, Lot 069. Chair Swenson seconded the motion. Motion passed, 3-0-0.**

**Selectman Chase made a motion to enter into an agreement with Legal Eagle Auctions LLC, doing business as NH Tax Deed and Property Auctions of Ossipee, NH for the sale of Town-owned, tax-deeded properties. Said sale to be public auction. Selectman Veisel seconded the motion. Motion passed, 3-0-0.**

#### **NHMA Delegate Authorization**

Chair Swenson stated a meeting is scheduled for September 14, 2018 and explained the Board of Selectmen needs a representative for voting purposes. He noted he plans to attend the meeting.

**Selectman Chase made a motion to appoint Chair Swenson as the New Durham Board of Selectmen voting member to the New Hampshire Municipal Association September 14, 2018 meeting. Selectman Veisel seconded the motion. Motion passed, 2-0-1. Chair Swenson abstained.**

#### **Future Meeting Schedule**

September 10, 2018, 7:00pm, New Durham Town Hall

September 24, 2018, 6:00pm, New Durham Town Hall

September 26, 2018, 6:00pm, New Durham Town Hall – Budget Meeting

October 1, 2018, 6:00pm, New Durham Town Hall – Budget Meeting

October 11, 2018, 6:00pm, New Durham Town Hall

October 17, 2018, 6:00pm, New Durham Town Hall – Budget Meeting

October 22, 2018, 6:00pm, New Durham Town Hall

October 24, 2018, 6:00pm, New Durham Town Hall – Budget Meeting

**Old Business**

**Master Plan Identification Responsibility Matrix**

The Board reviewed and discussed the summary of board and committee responsibilities.

**Approval of Minutes**

Meeting of July 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 July 18, 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 July 31, 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 August 6, 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 August 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.**

**Non-public Session- Request for Non-Public [RSA 91-A:3, II (a),(b), & (c)]**  
**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) Hiring of any employee (c) Matters 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 Chase- Aye; Selectman Veisel – Aye; Chair Swenson – Aye.**

The Board entered nonpublic session at 8:57 p.m.

The Board returned to public session at 9:40 p.m.

Chair Swenson stated while in non-public the Board of Selectmen discussed personnel matters and issues relative to RSA 91-A: 3 II (a) the dismissal, promotion or compensation of any public employee or the disciplining of such employee; (b) Hiring and (c) matter which, if discussed in public would likely affect adversely the reputation of any person.

*New Durham Board of Selectmen Meeting*

*August 27, 2018*

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**Chair Swenson made a motion to seal the minutes of the nonpublic session of the Board of Selectmen meeting of August 27, 2018 as content may adversely affect the reputation of one other than the Select Board. 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 9:42 p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary