

**New Durham Board of Selectmen's  
Non-Public Minutes  
(Not-Sealed)  
October 23, 2017**

**Final Approved 11-27-17**

**These minutes are releasable under RSA 91-A: 3.**

Members Present: Chair. David Swenson, Selectman Chase and Selectman Doherty.

Also, Present: Town Administrator Scott Kinmond

Entered non-public session at 9:37 p.m.

- I. **Nonpublic Minutes**
  - a. **Meeting Minutes of 10-04-17:**
    - i. The Board reviewed the minutes and amendments. Selectman Chase made a motion to approve the nonpublic minutes of 10-04-17 as amended. Selectman Doherty seconded the motion. The motion passed 3-0-0.
- II. **ComStar Ambulance Billing – Dispositional Hardship Case.**
  - a. The Select Board reviewed the materials provided regarding the Hardship case which supported the request. **Chair Swenson made a "motion to approve the hardship case and write off incident 16 141, Run 216531 in the amount of \$651.80." The motion was seconded by Selectman Chase. Motion passed 3-0-0.**
- III. **Performance Evaluation Form.**
  - a. Chair Swenson commented that there is a need to change the personnel performance evaluation form as was noted earlier in 2017 to be more specific to the job description. In addition, evaluators need to provide comments to substantiate given ratings on all sections that are rated.

**Chair Swenson made a motion to leave non-public session. Selectman Doherty seconded the motion. The motion passed 3-0-0.**

Left Non-public session at 9:51 p.m.

Respectfully prepared by,

Scott Kinmond, Town Administrator

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