

New Durham Board of Selectmen Meeting
September 11, 2017
DRAFT

NEW DURHAM BOARD OF SELECTMEN
New Durham Fire Community Room
September 11, 2017, 8:30a.m.

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 Rod Doherty

Also Present:

Scott Kinmond, Town Administrator

Call to Order

Chair Swenson called the meeting to order at 8:35am.

Agenda Review

No changes were made.

Appointments/Announcements

None.

Town Administrator's Report

Town Administrator Kinmond stated the joint meeting with the 1772 Meetinghouse Committee has been scheduled for September 13, 10:30am at the Meetinghouse site on Old Bay Road.

Town Administrator Kinmond stated he is working on a meeting schedule for policy and budget reviews but a draft was reviewed and discussed.

Chair Swenson noted the sign has not been placed on the Fire Community Room building.

Personnel Policies Review

Chair Swenson stated copies of the current policies along with comparisons were initially presented in July for review by the Board of Selectmen. These were reviewed and discussed extensively. Chair Swenson confirmed all overtime was calculated at \$400 per employee except the Solid Waste Facility. He stated he reviewed the comparisons done by Town Administrator Kinmond and also reviewed the detailed wording of policies. Chair Swenson stated he has several questions to discuss. Selectman Doherty stated he also has questions regarding the existing policies and noted areas of concern for clarification. He stated he is still very concerned with the nepotism within a small town.

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Town Administrator Kinmond explained the policy is pretty standard and similar to other municipalities and gave suggestions with distributing supervision but it's particularly difficult in small departments.

The Personnel Manual was reviewed and discussed.

Selectman Chase joined the meeting at 9 a.m., and apologized as she had it in her calendar for 9 a.m.

Edits were made to the Manual and discussion of the existing policies including benefits, overtime hours and holiday pay. Chair Swenson will put together the modifications discussed and distributed a tracked-change document for review prior to the next meeting.

Future Meetings

September 13, 2017, 10:30am, 1772 Meetinghouse

September 21, 2017, 8:30am, New Durham Fire Community Room

Adjourn

Chair Swenson made a motion to adjourn. Selectman Chase seconded the motion.

Motion passed, 3-0-0.

The meeting was adjourned at 10:27am.

Respectfully Submitted,

Jennifer Riel, Recording Secretary