

**TOWN OF NEW DURHAM
BOARD OF SELECTMEN
December 18, 2020, 11:00am
Virtual Meeting, New Durham, NH 03855**

Final Approved 12-28-20

*Under the emergency provisions of RSA 91A, this meeting took place electronically via Zoom.
IN LIGHT OF THE COVID 19 (CORONA VIRUS) SOCIAL DISTANCING ADVICE MADE BY THE
GOVERNOR AND CDC, THE TOWN OF NEW DURHAM NH FOLLOWING A DECLARATION OF EMERGENCY
BY THE PLANNING BOARD CHAIRPERSON, IS PROVIDING A MEETING PARTICIPATION VIA TELEPHONE
CONFERENCE FOR YOUR SAFETY.*

*This meeting is for members and the public to utilize the Zoom platform to prepare for future meetings and public hearings. All members of the Board of Selectmen and Town Administrator have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following. In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2
In accordance with Governor's Executive Order #12, pursuant to RSA 91-A: 2*

Attendees log into: Join Zoom Meeting; <https://us02web.zoom.us/j/85403536137?pwd=b0RMUytDdU5tWm9BdE9FSnRvbkN5QT09>; Meeting ID: 854 0353 6137 Passcode: 995471 Or via telephone number: 1-646-558-8656 Meeting ID: 854 0353 6137 Passcode: 99547

Technical difficulties contact Town Administrator Scott Kinmond at skinmond@newdurhamnh.us or by phone at 603-556-1516.

Note: The Town of New Durham offers no security assurances to those connecting via PC to a third party software and hardware not configured or controlled by our IT Service provider.

PRESENT

David Swenson, Chair, Board of Selectman via Zoom

Cecile Chase –Selectman via Zoom

Dorothy Veisel –Selectman via Zoom

ALSO PRESENT

Scott Kinmond, Town Administrator via Zoom

Anina Soucy, Finance Manager via Zoom

Donna Young, Town Clerk / Deputy Tax Collector via Zoom

Shannon Feger, Tax Collector / Deputy Town Clerk via Zoom

David Bickford, Resident via Zoom

CALL TO ORDER

Chair Swenson called the meeting to order at 11:05 a.m.

Chair Swenson stated that due to the State of Emergency declared by Governor Sununu and pursuant to Executive Order #12, the Town is authorized to meet electronically. He stated there is no physical location to observe this meeting. However, in accordance with the Order, it was confirmed that they are providing public access to the meeting by telephone, with additional access possibilities by video (Zoom); all members of the Board of Selectmen and Town Administrator have the ability to communicate contemporaneously during this meeting; the public has access to contemporaneously listen and participate via links posted on the agenda. Chair Swenson confirmed the meeting was posted appropriately with access numbers. He stated in the event the public is unable to access the meeting it would be adjourned and rescheduled. Chair Swenson stated in the event they need to go into non-public session a separate phone number for the Board of Selectmen members to use will be established and they will then reenter

nonpublic session. Chair Swenson stated all motions would be taken by roll call; roll call attendance was taken for those participating in the Zoom meeting.

APPOINTMENTS/ANNOUNCEMENTS

None.

AGENDA REVIEW

No changes were made to the Agenda.

NEW BUSINESS

Tax Rate Setting

Chair Swenson stated the initial tax rate set by the New Hampshire Department of Revenue, prior to any further action from the Board, is \$4.79 per \$1,000 of valuation. He stated this is based on a total valuation of \$594,581,948, including utilities. The Board reviewed and discussed the information presented regarding the tax rate; Chair Swenson stated several years ago the Board established that a guideline amount equal to 8% of the operating budget was to be maintained as unassigned fund balance to address various cash flow and / or emergency items that may arise. The projected unassigned fund balance for 12/31/20 is approximately \$400,000 over that 8% guideline amount.

Chair Swenson stated he would like to utilize and apply back to the tax payer as much as possible. He began the discussion with the concept of keeping an additional \$200,000 over guideline amount for FY21 in unassigned fund balance and using \$200,000 as follows: \$125,000 to the tax rate and \$75,000-100,000 to a specific project such as the Birch Hill Road repair Warrant Article.

Selectman Chase suggested applying the entire amount to the Birch Hill Road project. Chair Swenson stated it currently is a separate Warrant Article and is not sure it will pass. If it does not pass the funds would then remain in the unassigned fund balance.

There was discussion whether the warrant article would be needed if they could fund a large portion of the project through the unassigned fund balance approach. Selectmen Veisel suggested applying 1/3 to taxpayers and 2/3 to Birch Hill Road Project.

After further discussions and compromise the Board concurred with maintaining approximately \$200,000 over the guideline amount in the unassigned fund balance going into FY21; \$60,000 to offset the tax rate; and the remaining going towards the Birch Hill Road project (\$140,000). The projected impact of applying the \$60,000 to the Municipal Tax Rate results in a New Durham tax rate of \$4.69 per thousand dollars valuation.

Chair Swenson made a motion to apply \$60,000 of the unassigned fund balance to the New Durham 2021 tax Rate. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

Tax Warrant 2nd Tax Billing

The Board reviewed the tax warrant as presented.

Chair Swenson made a motion to approve, authorize, and direct the Tax Collector to bill and collect the 2020 tax commitment warrant second tax billing in the amount estimated to be \$5,537,309 with said payment due date of January 25, 2021. Selectman Chase seconded the motion. Roll Call Vote: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

PUBLIC INPUT

David Bickford, resident, stated he thinks it's good to take care of the Birch Hill Road project.

Chair Swenson made a motion to enter non-public session pursuant to RSA 91:A-3 II (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 Chase seconded the motion. Roll Call Vote: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed, 3-0-0.

The Board entered non-public session at 11:54 a.m.

The Board reentered public session at 12:34 p.m.

Chair Swenson made a motion to seal the minutes of the non-public session of the meeting of December 18, 2020 as it may affect adversely the reputation of one other than the Board. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

NEXT MEETING

December 28, 2020

ADJOURN

Selectman Chase made a motion to adjourn. Selectman Veisel seconded the motion. Roll Call Vote: Selectman Chase – aye; Selectman Veisel – aye; Chair Swenson – aye. Motion passed 3-0-0.

The meeting was adjourned at 12:35 p.m.

Respectfully Submitted,

Jennifer L. Riel

Jennifer Riel, Recording Secretary