

TOWN OF NEW DURHAM
Board of Selectmen
October 10, 2023, 4:00 P.M.
New Durham Community Room, New Durham, NH 03855

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PRESENT

David Swenson, Select Board Chair
Dorothy Veisel, Vice Chair Select Board
Marc DeCoff, Select Board Member

ALSO PRESENT

Cecile Chase, Interim Town Administrator
Rudy Rosiello, Resident
Ellen Phillips, 1772 Meetinghouse Committee
Cathy Orlowicz, Boodey Farmstead
Will Cardinal, DPW Manager & Road Agent
Robin McClain

CALL TO ORDER

Chair Swenson called the meeting to order at 4:08 p.m.

The Pledge of Allegiance was said.

PUBLIC INPUT

Rudy Rosiello, resident, gave comments regarding meeting minute edits for a recent Board of Selectmen meeting.

Ellen Phillips, Chair of the 1772 Meetinghouse Committee, stated there will be an information session at the Library on October 23, 2023 at 6:30 p.m; the topic will be the current grant application and to hear what residents want to see with the Meetinghouse. Ms. Phillips stated on October 21, 2023 there will be an apple bake-off at the Meetinghouse; more information and registration can be found on the Meetinghouse webpage.

AGENDA REVIEW

Edits were made to the Agenda: Repairs to the Fire Command Vehicle; Set Deliberative Session Date.

ANNOUNCEMENTS

Chair Swenson stated the Budget Review meetings will begin tomorrow, October 11, 2023 at 8:00 a.m in the Community Room.

Selectman Veisel stated the Civil War encampment event this past weekend was very successful and explained it is a fundraising event that provides scholarships to New Durham high school graduates.

Town Administrator's Report

Interim Town Administrator Chase gave an update on business at Town Hall; she stated they are looking at organizational needs and how workdays are structured; she stated she has been dealing with Primex on a couple issues as well as resolving issues with the Fire Command vehicle which will be going for repairs soon.

NEW BUSINESS

A. C&L Excavation Proposal for Plowing Kings Highway

The Board reviewed and discussed the proposal to contract the snow plowing for Kings Highway. Mr. Cardinal stated there is an hourly rate and the Town will provide the sand / salt.

MOTION: To approve the contract with C&L Excavation for snow plowing after specifications are defined by the Highway Department at a rate of \$125 per hour. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

B. ServPro Quote for Hopper Shack

There was discussion about the harmful fumes that come from the hopper at the Solid Waste Facility which requires cleaning and sanitization. ServPro can treat the infestation issue and it was determined a new floor is needed; the level of contamination currently requires the doors to be left open. Options for future prevention treatments were also discussed.

MOTION: To contract with ServPro of the Lakes Region, #8365 per quote dated 09/27/2023 for the amount of \$7,500 to clean the rodent infestation at SWF; work to be performed in the shed is to remove the plywood floor and disinfect the space between the floors, seal and reinstall new subflooring. This work to be funded from the Department of Public Works CRF. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

C. DPW PT Application

The Board reviewed the part-time position application; recommendations were made by the Board regarding the wage rate.

D. MA Bean Quote for Middleton Rd Culvert

Mr. Cardinal presented recommendations and quotes for culvert replacement on Middleton Road. Board discussion ensued on how this work could be funded to take advantage of this quote. No final decision was made but additional discussion will be done at future meetings.

E. Abatement Application

The Board reviewed and discussed the abatement request.

MOTION: To deny the application for Map 250, Lot 059 and Map 250, Lot 060 with the understanding that the reason for denial is that the application was not submitted according to the required ordinances and the Board will await further determination from the Contract Assessor after they have had an opportunity to see the issues being described. Motion by Chair Swenson. Second by Vice Chair Veisel. Motion passed 3-0-0.

F. Tax Credits/Exemptions

The Board reviewed tax credits and exemptions.

MOTION: To approve the Solar Energy System Exemption for Map 259, Lot 013 in the amount of \$40,500. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0

MOTION: To approve Map 270, Lot 017-005 to take out 5.60 acres from Current Use with a full market value of \$97,000 with a land use change tax of \$9,700 and a recording fee of \$20.66. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve Map 270, Lot 017-006 to take out 7.01 acres from Current Use with a full market value of \$97,000 with a land use change tax of \$9,700 and a recording fee of \$20.66. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve Map 270, Lot 017-003 to take out 5.22 acres from Current Use with a full market value of \$95,000 with a land use change tax of \$9,500 and a recording fee of \$20.66. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 243, Lot 003 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 238, Lot 002 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 243, Lot 003 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 1108, Lot 030 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Solar System Energy Exemption for Map 244, Lot 003 and 004 in the amount of \$22,100. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 119, Lot 027 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 269, Lot 018 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 245, Lot 007 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 240, Lot 004 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 218, Lot 012 per RSA 72:28 in the amount of \$750. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

Town Owned Property – Brackett Hill Road

Chair Swenson asked Interim Town Administrator Chase to contact real estate professionals to obtain a fair market value for the Town-owned land so the Board can make decisions as to whether to sell the land.

Fire Department Command Vehicle

Chair Swenson stated the vehicle was hit by another driver and repairs would be required. Interim Town Administrator Chase stated the damages have been appraised by the insurance company and funds have been released to the body shop; parts have been ordered. She confirmed the vehicle is drivable.

Deliberative Session

The Board discussed the meeting schedule. The Deliberative Session was set for February 6, 2024 at 7:00 p.m. Interim Town Administrator Chase will confirm the availability of the school.

OLD BUSINESS

A. Employee Pay Increase - Parks and Recreation

See minutes following non-public session for related actions.

B. MS-1 – Provided by Josephine Belville

The Board reviewed and discussed the MS-1 form presented. Chair Swenson stated the net evaluation for the Town is \$619,331,381; adjusted to remove utilities is \$614,733,650. He stated these are the figures utilized for calculating the tax rate. It was noted the solar and veterans tax credits appear to be inaccurate.

C. Cleaning Contracts with Robin McClain

The Board reviewed and discussed the proposals presented for cleaning the Town Hall, Community Room, and the Police Department.

MOTION: To approve the terms of the agreement with Robin McClain for cleaning the Town Hall, Police Department, and Community Room in the amount of \$9,708 for FY2024 and the Department of Works in the amount of \$4,420 for FY 2024. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

D. Meetinghouse Use/Rental Agreement

The Board reviewed and discussed the proposed rental agreement for the Meetinghouse. Edits were made.

Ms. Phillips presented a Special Event Application for review by the Board.

MOTION: to approve the Special Event Application for Saturday, October 21, 2023, 1:00 to 3:00 p.m for an apple bakeoff. Motion by Selectman DeCoff. Second by Vice Chair Veisel. Motion passed 3-0-0.

MOTION: To enter nonpublic session pursuant to RS 91:A-3II, (a) *The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected (1) has a right to a meeting and (2) requests that the meeting be open, in which case the request shall be granted;* (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. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on the inability to pay or poverty of the applicant;* Motion by Chair Swenson. Second by Vice Chair Veisel. Roll Call Vote: Selectman Veisel – aye; Selectman DeCoff – aye; Chair Swenson – aye. Motion passed 3-0-0.

The Board left public session at 5:44 p.m.

The Board reentered public session at 6:49 p.m.

MOTION: To seal the minutes of the non-public session of the October 10, 2023 meeting for reasons it may adversely affect the reputation of one other than the Board. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To make a Conditional Offer to Candidate #1 for the Department of Public Works Part-time, up to 32 hours per week at a rate of \$22.00 per hour with an effective start date of October 23, 2023, subject to meeting the requirements of hiring for part-time employees. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To increase the hourly rate for Jack Marks to \$12.00 per hour effective October 16, 2023. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To increase the hourly rate for Georgiana Mason to \$14.00 per hour effective October 16, 2023. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To make a Conditional Offer to Candidate #1 for the part-time Police Officer at a rate of \$24.00 per hour up to 32 hours per week subject to passing all the police department requirements for part-time officers. The wage rate will be adjusted to \$25 per hour following all field training and other required Police Department initial training. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To adjourn. Motion by Chair Swenson. Second by Vice Chair Veisel. Motion passed 3-0-0.

The meeting was adjourned at 6:53 p.m..

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary