

TOWN OF NEW DURHAM

June 27, 2023, 3:45 P.M.

New Durham Community Room, New Durham, NH 03855

Disclaimer: If technology fails, the meeting physically occurring will continue at the location above. 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.

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

David Swenson, Select Board Chair

Dorothy Veisel, Select Board ~~Member~~ Vice Chair

Marc DeCoff, Select Board Member

ALSO PRESENT

Nicole Zoltko, Town Administrator

Ken Fanjoy, Resident

Mike Gelinas, Resident

Cathy Orlowicz, Chair, Boodey Farmstead

Will Cardinal, Road Agent

Alicia Housel, Road Agent

Beth ~~???~~ Galprin, New Hampshire Public Deposit Investment Pool

Kathleen Blaney, Finance Manager

CALL TO ORDER

Chair Swenson called the meeting to order at 3:45 ~~PM~~ p.m.

Roll Call & Pledge Allegiance

Roll call was taken ~~for Board members present~~. The Pledge of Allegiance was said ~~by those present~~.

Public Input

None.

TOWN ADMINISTRATOR'S REPORT

Town Administrator Zoltko gave an update on the New Hampshire Municipal Association training conference she attended recently.

Agenda Review

Chair Swenson added: Public Safety Building; ~~Tax deed~~ Deeded tax ~~Property~~; ~~snowmobile~~ Snowmobile trails Trails.

Selectman DeCoff added: ~~sign~~ Sign ~~damage~~ Damage ~~policy~~ Policy.

Department of Public Works

Quotes were presented for the concrete blocks for the base of the Quonset huts for review by the Board; quotes were also presented for a tar pad.

Road Agent Cardinal gave a summary of the roof work that was done recently on the highway shed. The Board reviewed the invoice presented.

MOTION: To approve \$11,040 to come from the CRF Public Works Facility Maintenance Fund. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

The Board reviewed estimates for the replacement of DPW radios. Chair Swenson explained there are ARPA funds available for this purchase and the Board approved the purchase previously. The installation is expected to be completed in September.

MOTION: To approve purchase order #2950, Two-Way Communication Services, in the amount of \$18,171.69 which is 80% of the total with expected delivery and installation by the end of September 2023. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

MOTION: To approve the purchase of 3,992 gallons of Pro-Guard Calcium from Innovative Service Solutions for the ~~total~~ amount of \$4,590.80. Motion by Chair Swenson. Second by Selectman Veisel. Motion passed 3-0-0.

The Board reviewed quotes presented for the purchase of a dump truck. Road Agent Cardinal suggested keeping the current 6-wheeler for backup. Selectman DeCoff suggested it be used for transferring solid waste as needed.

Chair Swenson stated he and Road Agent Cardinal visited the Milton solid waste facility and it was beneficial to see their processes, which include a scale. It was noted the improved recycling processes and accurate weighing of dump would be beneficial to the Town through increased revenues. It was the consensus of the Board to research the processes and facilities of other towns as well.

Ms. ~~????~~ Purington stated she is researching grants for road signage that will also help with the replacement of damaged and vandalized signs. She confirmed she notifies the Police Department when signs are missing.

Dog Civil Forfeiture Warrant- Presented by Alicia Housel, Town Clerk

Town Clerk Housel presented a warrant for the submission of civil forfeitures for the Police Department to serve for unregistered dogs. She stated she will submit this to the Department on July 1.

MOTION: To authorize the Town Clerk to move forward with RSA 466:16 for unlicensed dogs until August 31, 2023. Motion by Selectman DeCoff. Second by Chair Swenson. Motion passed 3-0-0.

Boodey Farmstead – Revisit Gravel Bid

Cathy Orlowicz, Boodey Farmstead Committee, stated on May 9, 2023 the Board approved an expenditure for gravel for the parking lot and septic system; she stated there was an unanticipated increase in the costs of the gravel in a total of \$840. Ms. Orlowicz stated a letter of commitment was received from the non-profit, Zachariah Boodey Farmstead Collaborative, indicating they will provide

the funds for the difference. She explained the payment would be made directly to the vendor. The Board discussed the process for receiving the check and processing payment of the invoice. The Board agreed that since the funds would not be going through Town funds, the Boodey Farmstead would handle the payment of the invoice through the non-profit collaborative.

Ms. Orlowicz gave an update on the septic system and parking area work. She stated Iron Will Contractors plans to begin work in late July / August; the clearing of the area for the leach field has been completed by Hamilton Landscaping. Brush and trees were removed and hauled away.

Ms. Orlowicz stated the committee is planning to hold a ground-breaking ceremony as part of the Hometown Revels event and asked the Board be present at the event on July 15, 10:00 ~~AM~~a.m. to 3:00 ~~PM~~p.m.

Ms. Orlowicz stated Greymont ~~Trucking~~ has helped with the project, providing trucking services for the storage unit in preparation for the barn assessment. She stated the assessment has been rescheduled July 27 and 28, 2023; she confirmed with the Public Works Director that the trailer in the current location will not interfere with scheduled activities at the Public Works Department. Ms. Orlowicz explained the process for the evaluation which will involve laying out the entire frame and identifying pieces that will need replacement or repair. Recommendations will be provided for the repairs following the assessment.

Municipal Investment

Beth ~~???~~, Galprin, New Hampshire Public Deposit Investment Pool, distributed the marketing flyer for the organization and gave a presentation on the services provided by the organization which has been in operation for over 30 years and is managed by a third party with over 40 years of experience. She stated there is currently \$507 million in the New Hampshire pool; she also explained the process for investing in the pool as well as the rates of return; there was also discussion about the bond process. There was also discussion of the use of bond proceeds as well as the option for multiple accounts.

April Reconciliation – Kathleen Blaney, Finance Manager

Ms. Blaney gave an overview of the revenue accounts for review by the Board. She stated she is awaiting advice from the New Hampshire Department of Revenue in regard to close-outs of the CRFs approved on the 2023 Warrant Articles.

Snowmobile Trail Changes

Chair Swenson stated the Board of Selectmen had a site walk to see the proposed changes for the snowmobile trail. He stated the expectations are that the vegetation and trail safety will be improved and per the DPW Director, there are no issues with moving the trail.

MOTION: To approve the snowmobile trail be moved from its current location at the side of the road of Berry Road and allow the Road Agent to fill in the area as needed. Motion by Selectman DeCoff. Second by Chair Swenson. Motion passed 3-0-0.

Abatement Recommendations

The Board reviewed the abatement recommendations presented. It was confirmed these were reviewed by the Contract Assessor.

MOTION: To approve the abatement request for Map 209 Lot 109 from the total assessment of \$31,800 to \$21,100 and the refund of 2022 in the amount of \$244.60 plus interest. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the abatement request for Map 210 Lot 084 from the total assessment of \$36,700 to \$24,600 and the refund of 2022 in the amount of \$276.60 plus interest. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 250 Lot 208 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 239 Lot 003 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 244 Lot 029 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 252 Lot 004 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 109 Lot 030 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 122 Lot 021 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 102 Lot 016 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

MOTION: To approve the Veterans Tax Credit for Map 250, Lot 208 in the amount of \$750. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

Gravel Tax Levy – McKay

The Board reviewed the tax levy for Map 102 Lot 005.

MOTION: To approve the Gravel Tax Levy for Map 102 Lot 005, operation #20-325-02-E in the amount of \$254. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

Timber Yield Tax Levy

The Board reviewed the timber yield tax for Map 257 Lot 001

MOTION: To approve the Timber Yield Tax Levy for Map 257 Lot 001, operation #23-325-01-E in the amount of \$18.90. Motion by Selectman DeCoff. Second by Selectman Veisel. Motion passed 3-0-0.

TitlePro, Corrective Deed Discussion

Chair Swenson stated TitlePro have indicated in communications to the Land Use ~~administrative~~ Administrative assistant-Assistant that they are willing to correct the deed error but would charge the Town \$150 to do so.

MOTION: To ~~recommend they don't to not~~ approve the \$150 fee from the TitlePro requestor to correct the deed but if TitlePro will make the correction at their expense, the Board will then make a determination as to whether any additional action is needed. Motion by Chair Swenson. Second by Selectman DeCoff. Motion passed 3-0-0.

Land Swap Update

Chair Swenson explained the discussions which took place at the last Planning Board meeting; he stated he believes the Planning Board has jurisdiction for signing appropriate drawings and submitting registration plans for completing the transaction. ~~and h~~He asked ~~the~~ Building Inspector / Code Enforcement Officer Scott Lacroix to work on resolving the problems with Norway Plains and determine what is the hold up in completing the process. Chair Swenson stated research was done on meeting minutes and it was determined the most recent action (which was two years ago) by the Planning Board had tabled the discussion so the item has been put on the agenda for the July 5, 2023 Planning Board meeting. Town Administrator Zoltko stated a request for payment was received from Norway Plains for their attendance at the meeting as well as any additional paperwork. Chair Swenson suggested those funds come from the Planning Board account (4191).

Other

The Board reviewed and discussed a notice from the Contract Assessor regarding the view tax. Chair Swenson suggested this is double taxation as the land already has a market value that incorporates the view value; he also questioned the revenue impact. The Board agreed to request further explanation and justification by the Contract Assessor for further discussion at the next meeting.

Public Safety Building

Chair Swenson suggested the Board appoint a three-person citizen group to research potential sites, with a Board of Selectmen member as a non-voting member. He suggested this ~~be have~~ a sunset sunset group upon receipt of a final report with a report no later than August 15, 2023. The Board agreed by consensus to move forward with the suggestion and discussed potential residents to ask for their participation: Russ Weldon, Gary Nadeau and Gary Patch.

MOTION: To form a three-person group for looking at potential sites for the Public Safety Building with one additional person, a Board of Selectmen representative, to review potential public safety building sites and recommend the top two sites with the rational of the pros and cons with a sunset clause and report due to the Board of Selectmen not later than August 15, 2023. ~~with t~~ The three individuals for this group being Russ Weldon, Gary Nadeau, and Gary Patch; ~~with t~~ The Board of Selectmen representative would be Marc DeCoff. Motion by Chair Swenson. Second by Selectman Veisel. Motion passed 3-0-0.

APPROVAL OF MINUTES

April 13, 2023 – Postponed.
April 24, 2023 – Postponed.
May 9, 2023 – Postponed.

May 12, 2023 – Postponed.

May 18, 2023 – Postponed.

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 inability to pay or poverty of the applicant; (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present. Motion by Chair Swenson. Second by Selectman DeCoff. Roll Call Vote: Vice Chair Veisel -aye; Selectman DeCoff-aye; Chair Swenson-aye. Motion passed, 3-0-0.

The Board entered non-public session at 5:35 ~~PM~~6:30 p.m.

The Board reentered public session at ~~???~~6:30 p.m.

MOTION: To seal the minutes of the non-public session of June 27, 2023 for reasons it may adversely affect the reputation of one other than the Board. Motion by Chair Swenson. Second by Vice Chair Veisel. Motion passed, 3-0-0.

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

The meeting was adjourned at ~~???~~6:31 p.m.

Respectfully Submitted,

Jennifer Riel

Jennifer Riel, Recording Secretary