

**NEW DURHAM BOARD OF SELECTMEN
New Durham Library
January 4, 2017, 7:00p.m.**

Present:

Chair David Bickford
Selectman David Swenson
Selectman Gregory Anthes

Also Present:

Carter Terenzini, Interim Town Administrator
Ellen Phillips, resident
Terry Jarvis, resident
Mark Sullivan, resident
Wendi Fenderson, resident
Susan Randall, resident

Call to Order

Chair Bickford called the meeting to order at 7:00p.m.

Interim Town Administrator Carter Terenzini stated the Budget Committee scheduled the public hearing for January 14, 2016 at 7:30p.m. at the New Durham Library.

Interim Town Administrator Carter Terenzini stated the reception for the Town Administrator is scheduled for 6:30p.m on January 14, 2016 at the Fire Department Community Room.

Public Input

Ellen Phillips, resident, gave comments regarding the non-vote on the \$0.30 per hour raise for the Recreation Director. Terry Jarvis, resident, stated she was part of the interview process for this positions and noted promises were made during interviews for the Recreation Director. Wendi Fenderson, asked if the hiring policies, etc. are the same for all departments. Chair Bickford replied he believes they are. Selectman Swenson disagreed. It was confirmed there are no handbooks available for employees to understand procedures. Selectman Swenson stated the Board of Selectmen developed a performance evaluation matrix last year but the majority chose not to use it this year. Ms. Fenderson asked if they were audited, would there be evaluations for all employees and standard policies and procedures. It was not determined whether this would be an accurate statement. Selectman Anthes made comments regarding his reasoning for voting on the Library Director position being part time and the Parks and Recreation Director raise. This decision was made after talking with a Library trustees, several employees and several residents that use the library. It was Selectman Anthes opinion that the Park and Recreation Director's should come from the Revolving Fund.

Agenda Review

Chair Bickford added under New Business: ZBA; Budget Committee.

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Department Issues/Reports

No department heads were requested to be present.

Town Administrator's Report

Contract for Approval: Janitorial Services

Interim Town Administrator Carter Terenzini stated the janitorial contract expired and the company has agreed to maintain pricing for the upcoming year.

Selectman Swenson made a motion to approve Purchase Order #1905 to Excel Janitorial Services in the amount not to exceed \$12,000 as an annual contract, for janitorial services as described and to authorize Chair Bickford to sign the contractual agreement. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Fire Command Vehicle

Interim Town Administrator Carter Terenzini stated the vehicle was allowed to stay on the road. However, it will not likely pass inspection in March. He stated there is a choice of buying a new one with funds from the Fire Truck Improvement Fund; or the 2008 Ford Expedition is available by the reduction of the Police Department fleet. There was a lengthy discussion of the costs of each option. It was agreed more accurate information is needed before further discussion, and Interim Town Administrator Carter Terenzini will coordinate moving forward.

Finance Director Hours

Interim Town Administrator Carter Terenzini stated more hours would be needed to get ready for the public hearing and to close out FY 2015.

New Business

Zoning Board of Adjustment

Chair Bickford made the suggestion of having the Zoning Board of Adjustment elected positions. He stated it would need to be a warrant article. Selectman Anthes concurred. There was also discussion about doing the same for the Budget Committee. Interim Town Administrator Carter Terenzini will draft a warrant article.

Budget Committee

Chair Bickford made the suggestion of having the Budget Committee elected positions. He stated it would need to be a warrant article. Interim Town Administrator Carter Terenzini will draft a warrant article.

Old Business

None.

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Review and Approval of Minutes

Meeting of December 21, 2015 – Edits were made. **Selectman Swenson made a motion to approve the minutes as amended. Chair Bickford seconded the motion. Motion passed, 3-0-0.**

Chair Bickford made a motion to enter non-public session pursuant to RSA 91-A: 3 II (a) – the dismissal, promotion or compensation of any public employee or the disciplining of such employee; and (c)- matter which, if discussed in public would likely affect adversely the reputation of any person. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

Roll Call: Selectman Swenson – Aye; Selectman Anthes – Aye; Chair Bickford – Aye.

The Board entered non-public session at 8:25p.m.

The Board reentered public session at 10:45p.m.

Chair Bickford stated that while in non-public session the Board discussed employee issues.

Chair Bickford pointed out that the Revolving Fund now owes the General fund \$14,000 and will only have \$5,000 left. Also, a recent invoice for the Revolving Fund was changed to the General Fund. By consensus it was agreed the Recreation Commission would be informed the General Fund could no longer make advance payments on behalf of the Revolving Fund.

Interim Town Administrator Carter Terenzini raised the issue of the new Town Administrator transition. It was agreed he would remain available for two to three days for a few weeks for this purpose.

Adjourn

Selectman Swenson made a motion to adjourn. Selectman Anthes seconded the motion. Motion passed, 3-0-0.

The meeting was adjourned at 11:05p.m.

Respectfully Submitted,

Jennifer Riel, Recording Secretary