

**New Durham Board of Selectmen's  
Non-Public Minutes  
(Not Sealed)  
April 6, 2017**

**These minutes are releasable under RSA 91-A: 3.**

Members Present: Chair David Swenson and Selectman Cecile Chase.

Also present (only at beginning and end): Town Administrator Scott Kinmond

Entered non-public session at 6:03 p.m. Following the entering into non-public Chair Swenson stated the process would be to excuse TA Kinmond and then the Select Board would finalize the TA performance evaluation. Once that was completed the Board would then have TA Kinmond again join the non-public session for any additional non-public business. TA Kinmond was then excused from the non-public session.

**I. Town Administrator Performance Review:**

- a. During the session the Board members reviewed their respective performance reviews on the Town Administrator, along with the Town Administrator's Self Review which he had prepared at their request. The Board compiled their respective evaluations into one performance evaluation and finalized 2017 goals for the TA.

TA Kinmond was then asked to rejoin the non-public session.

The Board agreed to meet with TA Kinmond on April 11, 2017 at 9 a.m. to go over his performance review.

TA Kinmond provided the Board at their request the average percentage of the merit increases given in 2016 to Town Staff.

**Chairman Swenson made a motion to leave non-public session. Selectman Chase seconded the motion. The motion passed 2-0-0.**

Left Non-public session at 7:00 p.m.

Respectfully prepared by,  
Scott Kinmond, Town Administrator

Final Approved 04-20-17