



TOWN OF DURHAM

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NOTICE: Although members of the Town Council will be meeting in the Council chambers, the Council meetings are still available for members of the public to participate via Zoom or in-person.

AGENDA

DURHAM TOWN COUNCIL
MONDAY, FEBRUARY 5, 2024
DURHAM TOWN HALL - COUNCIL CHAMBERS
7:00 PM

NOTE: The Town of Durham requires 48 hours notice if special communication aids are needed.

- I. Call to Order
- II. Town Council grants permission for fewer than a majority of Councilors to participate remotely
- III. Roll Call of Members. Those members participating remotely state why it is not reasonably practical for them to attend the meeting in person
- IV. Approval of Agenda
- V. Special Announcements
 - A. Swearing in of new Deputy Fire Chief, Robert Atwater
 - B. Resolution #2024-02 recognizing Jim Rice for his dedicated service upon his Retirement after serving 11 Years as a Full-Time Assessor with the Town of Durham and Introduction of new Assessor, Jay Ferreira
- VI. Public Comments (*) - **Please state your name and address before speaking**
- VII. Report from the UNH Student Senate External Affairs Chair or Designee
- VIII. Unanimous Consent Agenda (*Requires unanimous approval. Individual items may be removed by any councilor for separate discussion and vote*)
 - A. Shall the Town Council approve the 1st 2024 Warrant billing computed from the 4th Quarter Water and Sewer readings of 2023 totaling \$754,474.27, commit the bills for charges to the Tax Collector for collection, and authorize the Administrator to sign said Warrant?

- B. Shall the Town Council schedule a Public Hearing for Monday, February 19, 2024, on Resolution #2024-03 Authorizing the Acceptance and Expenditure of Unanticipated Revenues from the State of New Hampshire Department of Transportation in the amount of \$76,180.91 for Road Improvement/ Maintenance and \$72,364.92 for Bridge Maintenance?
- C. Shall the Town Council Schedule a Public Hearing for Monday, February 19, 2024 on Resolution #2024-04 Authorizing the Acceptance and Expenditure of \$286,600 in Unanticipated Revenue From the NH Land and Community Heritage Investment Program (LCHIP) to Support the Rehabilitation of the 1804 Bickford-Chesley House at Wagon Hill Farm and Authorizing the Administrator to Sign Associated Documents?
- D. Shall the Town Council approve on First Reading Ordinance #2024-01 Amending Chapter 4 “Administrative Code”, Article VI “Procurement” of the Durham Town Code to Increase the Threshold Amounts for Competitive Purchasing, Professional Services; Include an Exception for Work on Historic Properties; and allowing Sale of Surplus Material through Online Marketplaces, and schedule a public hearing for Monday, February 19, 2024?
- E. Shall the Town Council, Upon Recommendation of the Administrator, Award the Construction Contract for the Wastewater Treatment Plant (WWTP) Major Components Rehabilitation and Replacement Project to Apex Construction Inc. of Somersworth, NH for a Total Bid Price of \$1,592,400 and Authorize the Administrator to Sign Associated Documents?
- F. Shall the Town Council, Upon Recommendation of the Administrator, Award the Construction Inspection, Contract Administration and Design for the Wastewater Treatment Plant (WWTP) Major Components Rehabilitation and Replacement Project to Environmental Partners Group of Quincy, MA in the amount of \$333,900 and Authorize the Administrator to Sign Associated Documents?
- G. Shall the Town Council accept the recommendations of the Town Assessor and Administrator relative to FY 2023 Property Tax abatement requests in the total amount of \$12,848.39?
- H. Shall the Town Council unseal the Nonpublic Session minutes from the year 2000 dated June 5, August 7, August 28, October 9, October 16, November 6 and December 19?

IX. Committee Appointments

Shall the Town Council, upon recommendation of the Housing Task Force Chair, appoint Micheal Mulhern, 91 Bagdad Road, to fill a citizen representative vacancy on the Housing Task Force?

X. Presentation Items

- A. End of Year Financial Report through December 31, 2023 – Gail Jablonski, Business Manager
- B. Presentation by Joan Osborn on progress of “Revolution: 1774” event for June 15, 2024.

XI. Unfinished Business

Continue Discussion and Finalization of Administrator's Annual Performance Evaluation for 2023 in Accordance With the Employment Agreement Between the Administrator and the Town of Durham and Discussion regarding Extension of Employment Agreement beyond December 31, 2025.

XII. Approval of Minutes – December 4, 2023 & January 8, 2024

XIII. Councilor and Town Administrator Roundtable

XIV. New Business

XV. Nonpublic Session (if required)

XVI. Extended Councilor and Town Administrator Roundtable (if required)

XVII. Adjourn (NLT 10:30 PM)

(*) *The public comment portion of the Council meeting is to allow members of the public to address matters of public concern regarding town government for up to 5 minutes.*

Obscene, violent, disruptive, disorderly comments, or those likely to induce violence, disruption or disorder, are not permitted and will not be tolerated. Complaints regarding Town staff should be directed to the Administrator.