

MINUTES OF THE OCTOBER 31, 2011 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Chairman David Canada, Selectman Bruno Federico, and Town Administrator Paul Deschaine. Selectman Tim Copeland will be arriving late.

At 7:30 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$1,136,486.35 in the general checking account.

SECRETARY'S REPORT: Mr. Canada moved to approve the minutes for the 10/24/11 regular meeting as amended, and the minutes for the 10/25/11 special meeting as presented. Mr. Federico seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

Fire Department: Chief Rob Cook and Assistant Chief Matt Larrabee were present at the meeting to discuss a letter that Mr. Cook received from the Board regarding violations of the \$500 spending authority cap. Mr. Cook stated all of the issues were discussed previously so he was confused as to why he received the letter. One of the items clarified was the policy of any expenditure over \$500 needs to go before the Board. The Board stated it is not acceptable to spend the money and then inform the Board afterwards and explained the purpose of the policy. Mr. Deschaine will forward the policy in writing to Mr. Cook for his reference per his request.

Mr. Cook stated that the septic tank at the Firehouse was pumped out, which cost \$800. Mr. Cook stated he did not know anything about it being done at the time. This was done quite a while ago, but they just received the invoice.

The group then discussed the new "I Am Responding" messaging response system. They received a monetary donation to purchase the system and to cover the first two months of a trial membership. There is a continuing cost of approximately \$800 per year for membership. The system allows the firefighters to sign in and let everyone know their availability. Mr. Canada moved to approve paying the \$800 invoice for the "I Am Responding" messaging response system. Mr. Federico seconded the motion, which passed unanimously.

Mr. Larrabee requested to purchase an "EZ-IO," which is a drill with a needle on the end of it used for administering IV medications to a patient who cannot be given normal IVs. Mr. Larrabee stated that all ambulances must have these systems to retain certification after January 1, 2012. Mr. Canada moved to authorize the Fire Department to spend up to \$2,000 for the "EZ-IO" system. Mr. Federico seconded the motion, which passed unanimously.

The group discussed the status of the tanker. The Board requested that Mr. Cook send the specs for a new tanker to Midwest Fire for a quote. Mr. Cook will be prepared to present information regarding the tanker to the Board at their next meeting. The Board expressed a concern with buying a custom truck and then not having parts available to repair it.

The Board requested information on EMT personnel attending a conference. Mr. Larrabee will get the list of attendees and a copy of the registration form with the costs to the bookkeeper.

Mr. Cook reported to the Board that they responded to approximately 30 calls during the recent snowstorm. He stated there were no issues and everything went well.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

ADMINISTRATION:

Mr. Deschaine reported that the underground storage tank removal at the Municipal Center was postponed due to the inclement weather and the project will start tomorrow morning.

Mr. Deschaine reported that the Municipal Center made out okay during the recent storm, but the phones and the internet were down. They were able to post messages on the Town website with storm information for residents.

Mr. Deschaine stated he received a request from employees to sponsor a food bank collection at the Municipal Center. Mr. Federico moved to allow Valerie Kemp to coordinate a food bank collection at the Municipal Center and to post the information on the Town website. Mr. Canada seconded the motion, which passed unanimously.

Mr. Federico stated he received a request from Shaw's to put a temporary banner at the end of the road for a promotion they are running. Mr. Deschaine recited the ordinance that states a permit is necessary and shall be limited to 8 days annually with each promotional period not exceeding 4 consecutive days in length. Mr. Deschaine will look into the lack of response from the Building Office to Shaw's regarding a permit.

At 8:32 pm, Selectman Tim Copeland arrived at the meeting.

Mr. Federico commented that the Board needed to do a better job in communicating, specifically when the Town's phones, email, and internet were down. The group also discussed Trick-or-Treat, and why it had not been postponed. The main reasons were there no major incidents reported, there was a huge police and fire presence, and there was no way of communicating the postponement to residents.

Mr. Canada brought up posting Stratham Hill Park so hunters do not hunt there. Mr. Deschaine stated that there was a policy set by a previous Board stating that hunting is not allowed, but it is not in the ordinance. The Board agreed it is too dangerous to allow hunting and/or trapping in the Park. They will discuss this further when they revisit the Park ordinance next week.

Mr. Canada expressed a concern about having all budget information ready in a timely manner this year. Mr. Deschaine did send an email to all Department heads with budget deadlines. He will present a copy of all of the budget requests to the Board on December 19, 2011 and will present the final budget to the Budget Committee on January 13, 2012.

The Board then reviewed the status of the priority list for the year.

Mr. Federico stated he was looking at the Town website and noticed some older items that are still posted. He will create a list of those items and forward it to Mr. Deschaine.

At 9:18 pm, Mr. Canada moved to go into non-public session to discuss a contractual issue, and a matter that could affect the reputation of another, not a member of the Board of Selectmen. Mr. Copeland seconded the motion, which passed unanimously.

At 10:00 pm, Mr. Federico moved to come out of non-public session and to seal the minutes due to the matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

At 10:01 pm, Mr. Federico moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator