

## **MINUTES OF THE APRIL 9, 2012 BOARD OF SELECTMEN'S MEETING**

**MEMBERS PRESENT:** Chairman David Canada, Selectmen Bruno Federico and Tim Copeland, and Town Administrator Paul Deschaine.

At 7:32 pm, the Chair opened the general meeting of the Board of Selectmen.

**SECRETARY'S REPORT:** Mr. Copeland moved to approve the minutes as amended from the regular meeting on 03/26/12. Mr. Federico seconded the motion, which passed unanimously.

### **OLD BUSINESS:**

The group then discussed the draft document from the Southeast Land Trust regarding the drainage easement for the Roberts'/Jennings' property. Mr. and Mrs. Jennings were present at the meeting and were also involved in the discussion. Mrs. Jennings stated that she is hoping the study called for in the agreement will show what is the best possible way to fix the drainage problem. Fred Hutton was present at the meeting and stated that the new drainage system will come down Stratham Heights Road just north of Guinea Road and then come across the road onto the property the Jennings plan to purchase. He stated they are trying to channel it all into catch basins and then bring it to one spot instead of having it all over the place. This will make it easier to keep the land drier in the long run. Mr. Hutton stated the second phase will include two or three catch basins to cross to the Jennings new property, and keep all the water in one channel and flowing down into one area. Pat Elwell from the Conservation Commission was present at the meeting and stated that by changing the direction of the drainage, it will actually help the farm because there will not be the constant run off of the extra salt used to treat ice buildup due to poor drainage. Mr. Jennings stated that they would like to see filtration addressed in the study. He also stated he would like the Town to work with the Department of Agriculture, who is their certified agent regarding organic farming, so nothing is done that would jeopardize their organic status. Mr. Canada moved to approve this easement and inform Brian Hart from the Southeast Land Trust tomorrow, and he can work with the Jennings and the other parties to move forward. Mr. Copeland seconded the motion, which passed unanimously.

### **NEW BUSINESS:**

Parks & Recreation Director Seth Hickey, Fire Chief Rob Cook, and Fair Director Stan Walker were present at the meeting to discuss some concerns expressed regarding the scheduling of the Stratham Fair. Mr. Walker stated that the Fair dates were moved up a week starting last year in order to accommodate the ride vendor's schedule, which needs to be scheduled 7 weeks before Labor Day. Mr. Hickey stated that his initial concern had more to do with the preparation and set up of the Fair and being able to communicate with other groups using the Park and when they need to be finished with their activities. He stated the baseball program uses three baseball diamonds there and he would like to make sure that they have space for them to finish out their season. He stated that the Baseball Board approached him about hosting a tournament at some point in July. The group agreed that Mr. Hickey and Mr. Walker will communicate with each other to coordinate the use of the Park during Fair time.

Park Ranger Kim Woods was present at the meeting and stated that she has an opportunity to have 100 volunteers from Liberty Mutual come to the Park and do some sort of project. Mr. Hickey stated one of the projects they would like done is to paint all 14 structures within the entire Park. The cost for the painting materials would be approximately \$4,000. Since some of the buildings are dedicated Fair buildings, Mr. Hickey requested the Fair Committee to consider helping with the material costs. Mr. Walker stated he would be reluctant to spend a lot of money on the materials since the Fair did not bring in a lot of money last year. Dan Crow, the Park Association President, stated they might be able to contribute, but he is not sure what funds are available. The group agreed there may be an opportunity to get some materials donated. The Fair Committee will schedule a meeting to discuss this further and then coordinate with Mr. Hickey. Mr. Hickey will also look into getting other price quotes for the materials and/or donated materials.

**DEPARTMENT REPORTS:**

FIRE DEPARTMENT: Mr. Cook then discussed his Department's activities with the Board. He stated they had a live training burn in Newmarket two weeks ago and it went well.

He then reported that the annual maintenance on the SCBA equipment will be due soon. He stated last year, they spent \$1,500 for the maintenance and they have budgeted for it this year. He does not have a hard number at this time, but requested to move forward with the maintenance. Mr. Canada moved to allow Mr. Cook to move forward with the necessary maintenance of the SCBA equipment. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Cook stated they will start hydrant testing on the ponds and dry hydrants tomorrow.

The group then discussed the use of the letter sign at the Fire Department. The Board agreed that the Fire Department would take priority in an emergency/public safety situation such as notifying residents of high fire danger. Once the emergency is over, then to go back to regular scheduling. Mr. Copeland pointed out that the sign also needs some maintenance.

Mr. Cook then discussed selling the old tanker with the Board and stated he has had several people inquiring about it. The Board agreed they would like it put out to bid. Mr. Cook will get details on the tanker to the Board in order to put the public notice together, and give the interested parties Stacey Grella's contact information so they can be added to the bid list.

Mr. Cook stated that Seacoast Chiefs is getting area towns together to do hose testing in July, which he would like to participate in. There is approximately 9,000 feet of hose that needs to be tested at a cost of \$.26 per foot for a total cost of \$2,500, which has been budgeted for. Mr. Canada moved to allow Mr. Cook to spend \$2,500 to have the hoses tested. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Cook stated they had talked about purchasing portable radios for the new tanker a couple of months ago. He stated he is looking at a couple different options for radios, and would be spending up to \$15,000 for five new portable radios. Mr. Copeland moved to allow Mr. Cook to

spend up to \$15,000 for five portable radios for the new tanker. Mr. Canada seconded the motion, which passed unanimously.

Mr. Cook informed the Board that they need to replace 2 1/2 inch hose and 1 3/4 inch hose at a total cost of \$1,980. He stated that only \$1,400 has been budgeted, but he feels this really needs to be done and the additional \$600 could be taken from the Equipment budget. Mr. Copeland moved to allow Mr. Cook to spend up to \$2,000 to replace the hose. Mr. Federico seconded the motion, which passed unanimously.

Mr. Cook stated that Fire Department member Scott Standon would like to take an EMTI class at a cost of \$850. Mr. Copeland moved to allow Mr. Cook to spend up to \$850 from the EMT Fund for Mr. Standon to attend the EMTI class. Mr. Canada seconded the motion, which passed unanimously.

Mr. Cook stated that the FCC has narrowed the bandwidth for pagers. He will be doing an inventory of their current pagers to see if any new ones are necessary and will report back to the Board next month.

Mr. Cook informed the Board that the State received a \$3.5 million grant for Emergency Management training, so all training through the State is free. He stated the Town pays the person attending the training and then the State reimburses the Town.

PARKS & RECREATION: Mr. Hickey updated the Board on his Department's activities. He stated they will be hiring an additional seasonal laborer to assist Park Ranger Kim Woods with the mowing and maintenance. They have had ten candidates apply and after reviewing the applications, Ms. Woods recommended David Rossetti. Mr. Copeland moved to allow Mr. Hickey to enlist the services of David Rossetti part time this summer for the seasonal position at \$12.25/hour. Mr. Canada seconded the motion, which passed unanimously.

Ms. Woods stated she noticed that there are grade stakes in the outer fields in the Town Forest and was not sure where they came from. Mr. Federico stated the school is responsible. Mr. Crow stated that about every 300 feet, there is a grade stake in line showing a 1000 foot radius of the school. Mr. Hickey will address this with the school as far as what their intentions are and report back to the Board.

Mr. Hickey stated that Ms. Woods will be attending training in the upcoming weeks regarding private water systems, detecting leaks, etc.

Mr. Hickey stated that he followed up on the reimbursement for the glider/slide that was replaced at Stevens Park. He heard back from the original distributor for this piece of equipment stating that they have reconsidered their offer and stated they will pay for the freight, installation and they will install it. The Town will also receive a \$2,000 credit good toward future purchases.

Mr. Hickey stated that Greg Blood will be handling the installation of the scoreboard at the Babe Ruth Field, which should be completed no later than the end of next week.

The group then discussed the proposed donation of \$5000 from the Stevens Family. The donation would stipulate that the new Babe Ruth Field be named after the family. Mr. Hickey stated he has spoken with representatives from the Stevens Family and Babe Ruth Baseball. Additional people that he contacted did not have any experience with this type of donation and did not have any type of standards to follow. The Board agreed that the naming rights should be for a finite period of time, such as \$500 per year for 10 years, and are willing to schedule a public hearing.

Mr. Hickey stated he met with the Softball Board a couple weeks ago and they would like to see dugouts installed at the new softball field at Stevens Park. He received a price of \$7547.00 from the same company that did the backstop, including a concrete slab. He stated there is \$8,528 remaining in the CIP from 2011. He stated he would also like to purchase two benches at a cost of \$740. Mr. Copeland moved to allow Mr. Hickey to spend up to \$7,547 for the installation of two chain link fence dugouts with a 5" concrete slab, and to spend up to \$740 for two benches with backs to go into those dugouts. Mr. Canada seconded the motion, which passed unanimously. Mr. Hickey commented that this does not include a roof due to the expense, but they are looking at getting some sort of tent or canvas instead. A roof could be added at a later time if necessary.

Mr. Hickey stated a replacement batting cage at Stratham Hill Park is being installed to replace one destroyed in a storm last year. The Baseball Board was able to save some of the netting and get the project done for about \$500. They will also be replacing the outfield fence on the lower field.

Mr. Hickey stated that he had budgeted \$8,000 for playing field improvements at the Municipal Center. He presented two proposals to the Board for their review. Mr. Copeland moved to accept the proposal from Hillside Landscaping for the top grade infield mix at a price of \$7,705. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey stated that the batting cage structure at the Municipal Center is in good shape and the Softball Board will be paying for new netting.

Mr. Hickey stated he had added \$2,500 into his budget this year to possibly hire a coordinator for Senior Programming. He is currently looking into an internship program through UNH that would start in September. Mr. Copeland moved to allow Mr. Hickey to work with UNH on an internship program for this fall with a budget of \$2,500 for the intern's stipend. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey updated the Board on various events going on at the Park.

The group then discussed recruitment of members to the Recreation Commission. Mr. Hickey stated there has been a limited amount of interest. There has been discussion about redefining the number of members on the Commission. Mr. Hickey stated that he will have a member of the Recreation Commission contact Mr. Deschaine regarding this matter.

POLICE DEPARTMENT: Police Chief Scippa was present at the meeting to discuss his Department's activities. He stated his Department received an electronic fund transfer in the amount of \$2,898.64 from the Drug Enforcement Administration. This is from the forfeited amount regarding a drug investigation that occurred on Tansy Lane.

Mr. Scippa informed the Board of an upcoming bicycle race, the "Granite State Quest". The Board had previously approved this but, as of this time, we still have not received the parade permit request.

Mr. Scippa also informed the Board that Officer Lauren Andrews is graduating from the Police Academy on April 13, 2012. He invited all members of the Board to attend. He stated she may be recognized for her academic excellence as well.

Mr. Scippa stated the radio installation at Stratham Hill is not done yet, but they are still working on it. The County will notify us when it is ready, hopefully by the end of this month.

Mr. Deschaine stated that a Park reservation request has been submitted for April 20<sup>th</sup> that involves an event with quite a few people and may require police presence. They have also reserved the stage because they are going to have a band at the event. Mr. Scippa was not aware of this. Mr. Canada moved to approve the request, contingent upon them speaking with Chief Scippa and his subsequent approval, and to waive the fee. Mr. Copeland seconded the motion, which passed unanimously.

HIGHWAY DEPARTMENT: Fred Hutton was present at the meeting to discuss his Department's activities. He stated all of the Highway vehicles passed State inspections.

He stated the Transfer Station is back to the regular summer schedule, and has been very busy.

Mr. Hutton stated he needs to schedule a meeting for himself, Mr. Deschaine, and John Bell of Bell & Flynn to review the pricing on paving.

He reported that there is a hole in the dump body of the one-ton truck. He stated he did get a couple of quotes and the least expensive was between \$1,200 and \$1,500 to do the work. Mr. Canada moved to authorize Mr. Hutton to spend up to \$1,500 to repair the one-ton truck body. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hutton stated he would like to purchase 250 tons of salt to store in the shed since the price will be going up and he has the money in his budget. Mr. Canada moved to authorize Mr. Hutton to purchase 250 tons of salt. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hutton reported that his Department has raked and cleaned the Firehouse and Historical Society yards. He requested to purchase 4 or 5 yards of mulch. The Board had no problem with the purchase since it is under \$500.

Mr. Hutton reported there is a family of foxes down in the area of Stevens Park.

He stated he received pricing from Hayden Equipment on a new mower. Mr. Canada moved to authorize Mr. Hutton to purchase the new mower at a cost of \$11,590, less a \$1,500 trade-in. Mr. Federico seconded the motion, which passed unanimously.

The group discussed a replacement for Mr. Hutton for when he retires, and the qualifications necessary for the job. The Board will set up a procedure for the transition at next week's meeting.

Mr. Canada stated the Town is in a transitional period with the tenants at 28 Bunker Hill Ave. and asked Mr. Hutton about possibly providing snow plowing services there. Mr. Hutton stated it all depends on the storm and that Town roads would be the first priority. Mr. Canada moved to include plowing the driveway in the lease with tenants at 28 Bunker Hill Ave. for a year and then reevaluate if it is too much of a burden on the Town. Mr. Copeland seconded the motion, which passed unanimously. Mr. Federico commented that since the Town roads would be a priority, the tenants should be made aware they might not be plowed out first thing, which could cause a problem for them. Mr. Canada will inform the real estate agent of same.

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

**PARK PERMITS/MUNICIPAL CENTER RENTALS:**

The following Park permits and Municipal Center rentals were discussed and acted upon:

Tekara Stevens requested the use of the Park on June 2, 2012 for a birthday party. The request was approved.

Joyce Evelyn Keaen requested the use of the Park on August 25, 2012 for a family reunion. The request was approved.

Candace Egan requested the use of the Municipal Center on June 30, 2012 for a birthday party. The request was approved.

Hillary Gaynor requested the use of the Park on April 21, 2012 for a birthday party. The request was approved.

Robin Muske requested the use of the Park on April 15, 2012 for a birthday party. The request was approved.

Toni Lafferty requested the use of the Park on August 4, 2012 for a family reunion. The request was approved.

Frank Zagami requested the use of the Park on August 19, 2012 for a family function. The request was approved.

Michael Jordan requested the use of the Park on September 8, 2012 for a company picnic. The request was approved.

Jonah Rosa requested the use of the Park on July 27, 2012 for a Marine Corps retirement ceremony. Mr. Federico moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Russell Stevens requested the use of the Park on August 19, 2012 for a family reunion. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Bruno Federico requested the use of the Firehouse on June 10, 2012 for a graduation party. Mr. Copeland moved to approve the use and to waive the fee and allow an alcohol waiver. Mr. Canada seconded the motion, which passed unanimously.

Tracey Abbott requested the use of the Park on May 5, 2012 for a baby shower. Mr. Copeland moved to refund the payment. Mr. Canada seconded the motion, which passed unanimously.

**ADMINISTRATION:**

Mr. Deschaine presented the Unitil letter that was discussed at the last meeting for the Board's signature.

He then presented the Crockett Farm Road deed acceptance letter for Phase I for the Board's signature. He stated Town counsel has reviewed it and they concur that it is appropriately executed. Mr. Canada moved to accept the road deed as presented and to sign the deed. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated the Heritage Commission has been working on placing the old Wiggin Memorial Library building on the NH State registry of Historic Places and presented a consent form for the Board's signature. Mr. Canada moved to authorize the Chair to sign the document. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated an invoice has been submitted by the 300<sup>th</sup> Anniversary Committee for \$1,076.00 for embroidered hats and other items. Mr. Canada moved to approve this purchase, ex post facto, with the understanding that they are subject to the same \$500 limit everyone else is hereafter. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine presented a request to the Board from the Richie McFarland Center to post an item to the Town website. Mr. Canada moved to allow the flyer to be posted on the Town website. Mr. Federico seconded the motion, which passed unanimously.

The group then discussed a proposal presented by Stacey Grella to purchase U.S. flags, NH State flags, Town flags, and grave markers. Mr. Federico moved to go with Ms. Grella's recommendation of purchasing U.S. flags, State of NH flags, and grave marker flags from

United-States-Flag.com, and to purchase the Town flags from the High Flying Flag Company for a total of \$1,009.54. Mr. Copeland seconded the motion, which passed unanimously.

**OLD BUSINESS:**

The Board continued their discussion from the last meeting on establishing a Town energy group as far as making it an ad-hoc or a formal committee. Mr. Canada moved to establish a five member Town energy group as a formal committee under NH RSA 38:D. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada moved to appoint Kelly Gerardot to the Economic Development Committee to fill the current vacancy. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada commented that the Stratham Plaza will be presenting something to the Board regarding shared septic facilities and wanted to make sure the Board has time to review and discuss this.

At 10:49 pm, Mr. Canada moved to go into non-public session to discuss a personnel issue and also a matter that could affect the reputation of another, not a member of the Board. Mr. Copeland seconded the motion, which passed unanimously.

At 11:04 pm, Mr. Canada 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 11:05 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Reviewed by,

Stacey J. Grella  
Executive Assistant

Paul R. Deschaine  
Town Administrator