

## **MINUTES OF THE APRIL 20, 2009 BOARD OF SELECTMEN'S MEETING**

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

The meeting was opened at 7:34 PM.

**TREASURER'S REPORT:** Kevin Peck provided the Treasurer's Report where he stated there was \$379,214.96 in the general operating fund. He also had \$1.3 invested.

### **DEPARTMENT REPORTS:**

**Highway:** Fred Hutton was present to give the Department report. He has met with FEMA representatives to inspect the remaining work from the December ice storm. Mr. Deschaine reported that they had received \$45,426.02 to date from FEMA and could expect another \$15,159.75 in the future. This represents the federal share of 75% of the total allowable expenses of \$80,781. It remains to be seen if the state provides their 12.5% share as in previous disasters. The Town usually bears the remaining 12.5%. Mr. Hutton added that they have processed approximately 80 tons of debris to date.

The Board then discussed the Bell & Flynn proposal to provide a fixed price for the 2009 Paving Program. The prices quoted were fixed until July 21, 2009. After review of the proposal, Mr. Canada moved and Mr. Federico seconded the motion to accept the proposal dated April 9, 2009 from Bell & Flynn. The motion passed unanimously.

Mr. Hutton reported that brush is still a major part of the debris removal and Transfer Station work. They are still hiring a truck for the removal of the wood debris that is being left near the Highway Garage.

Mr. Hutton asked if Matt Kelley could be considered to be hired for the seasonal part-time work this summer. Mr. Kelley has been plowing for the Town during this winter. Mr. Copeland asked for a non-public session to discuss the potential of hiring a new part-time employee.

Mr. Hutton will be meeting with the Parks and Recreation Director and representatives of Bell & Flynn to determine which tasks his Department can do on the Stevens Park Ball Field construction. Once that is determined, Bell & Flynn will be able to provide a firm estimate on the cost of construction.

Mr. Canada asked Mr. Hutton if all the cones and barricades belonging to the Office of Emergency Management had been brought down to the Fire House storage closet. Mr. Hutton said that, to his knowledge, all the cones and barricades had been relocated to the Fire House.

**Planning:** Chuck Grassie was present to give an update on his activities. The Zoning Ordinance has been totally updated because of this year's zoning amendments. He is working on Master Plan updates. One of the chapters includes the Recreation chapter, which will have to be postponed until later in the year since Tara Barker, Parks and Recreation Director, is not

available this spring to help finish the update. As a result, the Planning Board will be concentrating on the Natural Resources and Transportation chapters this spring and into the summer instead.

Mr. Grassie reviewed other Planning activities to include coordination of the Fire District Agreement and the formation of the Transportation Advisory Committee, or TAC, meetings where the possibility of improvements to the intersections of Bunker Hill Avenue and Portsmouth Avenue may finally make the ten-year plan. He has also been monitoring the improvements to Marin Way that were funded by Lindt Chocolate. Market Basket has also submitted plans for approval to the Planning Board for an outbuilding on their lot.

Mr. Grassie distributed a suggested copy fee schedule to cover the costs of many of the specialized copy jobs that his department does which includes scanning, printing and/or emailing the scanned plans. The Board discussed the varying prices for copies between Departments and the specialized equipment and capabilities that Mr. Grassie has in his office. The Board took the fee schedule under advisement to further study.

**CEO/BUILDING INSPECTOR:** Terry Barnes was present to give a monthly report. Lindt Chocolate is still moving forward with their construction plans. The bindler room is almost done. The roasting building is having the concrete floors poured. The new warehouse is also being retrofitted for a new elevator because they want to create office space on the mezzanine floor level.

Mr. Barnes reported that Dr. Zeff is doing some renovations to his building.

He continued by reporting on miscellaneous code enforcement issues that occurred in the commercial areas with relating to signs.

Mr. Barnes reported he got quotes for four new tires for the Explorer from Sullivan Tire, McFarland Ford, and Graham Tire. Sullivan Tire's proposal was the lowest. He is going to wait a bit to make sure that the State funds are available to the Town in order to make that purchase.

Mr. Barnes described an enforcement issue that was occurring at the BMW garage, which apparently has a failed septic system. At first, the owners of the property were not cooperative, but after seeing the problem first-hand when Mr. Barnes made a site visit, they responded appropriately. The management was going to have the tanks pumped immediately and Mr. Barnes will continue to follow up.

**RECREATION:** Tara Barker was present to report on the activities of the Parks and Recreation Department. She presented a report on the status of the Recreation Revolving Fund balances as of March 31, 2009. She did find a minor error amounting to \$478.00 but it was not critical and she would speak with the County Supervisor to correct it.

Mr. Federico asked about the status of the Cooperstown checking account that had been opened. Ms. Barker has been trying to get proof that the account has been closed. She hopes for a resolution of this issue within the next week or two.

Ms. Barker reported that Cathy Henry has expressed an interest in not continuing to serve on the Recreation Commission due to time constraints. The Commission has a possible interested person but they have not met with the person nor have they filled out an application of interest yet. When she has more information on the potential appointee, she will forward it to the Board.

Mr. Canada asked Ms. Barker about finishing the softball field at Stevens Park. Ms. Barker said it was the intent to include that work while constructing the Babe Ruth Field there.

Ms. Barker reported that the playground equipment next to the Little League Field at Stratham Hill Park was in poor shape. She closed it pending a review by the Board. Mr. Deschaine stated that he had also inspected the playground equipment and it would have cost more to repair it than to replace it in terms of materials and time. Based on the recommendations of Ms. Barker and Mr. Deschaine, Mr. Copeland moved to remove the playground equipment immediately. Mr. Canada seconded the motion, which passed unanimously.

**Administration:** Mr. Deschaine reported that Mike Debitetto has resigned from the Planning Board. Mr. Copeland moved to accept the resignation. Mr. Canada seconded the motion, which passed unanimously. There was a question, as a result of the resignation, whether there was a need to having a fourth alternate's position still available on the Planning Board. With Mr. Debitetto's resignation, this does create a vacancy unless the fourth alternate's position is rescinded. Mr. Federico suggested conferring with the Planning Board before acting on this matter.

A discussion ensued concerning the proposed Rockingham Planning Commission's contract for working on the Gateway Project in the form-based code. Mr. Federico reported that the Planning Board had reviewed and accepted the proposed contract. Because of some grant monies being available, there was some cost savings from the amount budgeted in the Planning Department's line item for this matter. Colleen Lake, from the audience, supported allowing Tom House to attend the training sessions on the form-based code due to his volunteer efforts. Mr. Federico moved and Mr. Canada seconded to approve the Planning Commission's contract as presented. The motion passed unanimously. There was no action taken on Ms. Lake's suggestion.

Mr. Deschaine discussed the vote last week on the mileage rates. There was confusion as to the IRS rates and what they were called. The twenty-four cents per mile was discussed last week. Mr. Copeland said he thought it was twenty-seven cents when discussed last week. Mr. Canada moved to adopt the IRS' medical transportation rate, which is currently at twenty-four cents per mile. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine presented the pay rate change authorization sheet for the Board's review and signatures. Upon that review, the Board approved and signed the document.

Mr. Canada asked if Ms. Barker had found the planting pots for the community gardeners. Mr. Deschaine reported that Ms. Barker is still investigating the whereabouts of the planters.

Mr. Deschaine forwarded the request of the Fire Chief to have a Highway Department member attend a liaison meeting with the gas transmission line owners. Mr. Hutton did not think it was worth attending since they had already attended a dig-safe program, which is very similar. The Board took no action on the request.

Mr. Deschaine brought to the Board's attention that the State radio interoperability meeting was to occur. He did not know if it was of interest in order to help the Town with its radio transmission and receiving issues. Mr. Hutton reported that Newmarket Dispatch has relocated their antenna and should be operational within another two weeks. Mr. Canada and Mr. Copeland did not feel that the interoperability meeting would be relevant to our problem. Mr. Federico suggested having David Emanuel attend as Emergency Management Director. Mr. Dechaine will forward the invitation to him.

Mr. Deschaine mentioned that the surplus vehicles from the Police Department are being made available. The State auction is coming up in the early part of May. Mr. Copeland mentioned that one cruiser was supposed to be redeployed to the Fire Department and that the Interstate Emergency Unit (IEU) has expressed an interest in purchasing the old fire truck in exchange for additional training. Mr. Copeland will investigate at what value the Fire Department places on the training. A discussion ensued on what the expectation was for a price on the engine. Mr. Copeland will also investigate that. The discussion continued on keeping one of the cruisers for the Fire Department and sending two others to the State auction. Mr. Federico thought it was a request that we should honor. Mr. Copeland agreed. Mr. Canada moved to retain the best cruiser for use by the Fire Department with the stipulation that any replacement vehicle in the future be provided from a decommissioned police vehicle. Mr. Copeland seconded the motion, which passed unanimously. Mr. Copeland also reminded everyone there is a Federal auction house in New Jersey that the Town can get vehicles for next to nothing. They will continue to evaluate the process by which the Town could access that program.

Mr. Deschaine mentioned that the elevator at the Police Department needed an alarm test before the elevator certificate could be approved. Mr. Copeland will follow up with the Department to see if that has been scheduled.

Mr. Deschaine presented the HVAC proposal from Dowling Corporation to put heat pumps on the cafeteria roof to replace the current boiler heating system. Various options were discussed. Mr. Canada asked what the cost would be only to do AC in the cafeteria. Mr. Deschaine did not know. Mr. Canada suggested looking into that and obtaining a separate quote for a replacement boiler.

Mr. Deschaine brought forward an offer to provide a somomatics course to Town employees. The Board declined the offer.

Mr. Canada spoke to Lesley Kimball, the Library Director, regarding Internet filters for the computers in the Library to prevent objectionable materials. The Library Trustees had discussed this issue at length. They do not filter today because there are many logistical issues involved. They are open to revisiting the issue, but procedures are in place currently to prevent objectionable actions to occur in the Library. The Board took no further action on this matter.

Mr. Canada reported that Stratham's share of the loss of State building aid to the Cooperative School District would amount to almost \$550,000. He has communicated this fact to our State Representatives and Senator in the hopes of having building aid restored in the State budget.

Mr. Canada moved to appoint Beverly Connolly to a regular member's position on the Heritage Commission. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada mentioned the possibility of postponing the Project Meeting for this month to next month. The other members concurred given the number of meetings they have had already.

Mr. Canada mentioned that the Heritage Commission and others have expressed the need to organize for the Town's 300<sup>th</sup> Anniversary. The Heritage Commission expressed an interest in helping with the effort but did not want to take the lead role. It would be a very large event for just them to handle. The Board would take the suggestion under advisement and would act further on it after some consideration.

Mr. Canada expressed his thanks to the Highway Department for installing the new Fire Department sign. The sign on the building has also been installed and looked very good. He thanked Susan Conway and Mark Stevens for their donation. Mr. Canada brought forward a price of \$1,800 to light the freestanding sign, which was a proposal from Dan Whittier. Mr. Canada moved to accept Dan Whittier's proposal as to not to exceed \$1,800 so long as the lighting conforms with Town Ordinances. Mr. Federico seconded the motion, which passed unanimously.

#### **OLD BUSINESS:**

Chris Pierce was present to report on his efforts to complete his Eagle Scout Service Project. He had constructed forty-seven signs and had twenty-one signposts installed this past weekend. The Board thanked Mr. Pierce for all his work. Mr. Deschaine signed the Eagle Scout Service Project approval form on behalf of the Board and also thanked Chris for his efforts.

#### **PARK PERMITS/MUNICIPAL CENTER RENTALS:**

Nora Litzelman, of 2 Juniper Lane, was present to explain her request to use the Municipal Center. Don Cote, of CWCP, Inc., was also present to help explain their life improvement program. Ms. Litzelman is offering the program for free and wants to use the Municipal Center once per month for three months. Mr. Federico asked if they were a non-profit organization. Mr. Cote said that they are a for-profit organization offering this free educational program. Mr. Copeland questioned the precedent of allowing a for-profit organization to use the Municipal Center even for a free course. Mr. Federico asked about the nature of the program and its avocation for follow-up care. Mr. Cote said that this is a life changing, skills-based program. In order to do so, participants must be introspective so it is not what you would call a hard sell. Martin Wool, from the audience, pointed out that the Life-Line Screening Program and certain financial advisors have provided programs at the Municipal Center before so this would be somewhat similar. Mr. Copeland asked how long Ms. Litzelman has been doing this. She said

she graduated from the program and volunteered to offer it here in Stratham. Mr. Cote explained that it is a program, which combines goal setting and time management for self-improvement. Mr. Canada moved to allow the use of the Municipal Center on the three days requested. Mr. Federico seconded the motion, which passed unanimously.

**OTHER BUSINESS:**

Dave Perkins was present to discuss a letter he received from the Board regarding his use of the dumpster at Stratham Hill Park. He stated the use of the dumpster by himself, Mike Watkins and the tenants at the Gifford House has been done for many years since the trash truck does not consistently service Jack Rabbit Lane. Mr. Perkins then complained that the bathrooms at the Park were not opened. Consequently, people were using his property as a restroom. Mr. Canada and Mr. Copeland said the bathrooms were open. Mr. Perkins denied that because he checked before coming in tonight and they were locked. Peter Mason was present to express a concern about the approach the Board took in this matter, by writing a letter to Mr. Perkins on the issue. The Board said the matter had already been addressed and there was no further need to discuss it.

At 10:09 PM, Mr. Canada moved to go into non-public session to discuss the potential hiring of a seasonal employee with Fred Hutton, to discuss other personnel matters and the possible acquisition of property by the Town. Mr. Copeland seconded the motion, which passed unanimously. At 11:30 PM, Mr. Copeland moved to come out of non-public session and to seal the minutes due to the discussion of hiring a Town employee, matters of personnel and potential acquisition of Town property. Mr. Federico seconded the motion, which passed unanimously. Mr. Federico then left. The remainder of the Board reviewed Park permits and approved all that were submitted.

At 11:34 PM, Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow  
Recording Secretary

Paul Deschaine  
Town Administrator