

MINUTES OF THE JUNE 15, 2009 BOARD OF SELECTMEN'S MEETING

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

The meeting opened at 7:04 PM. Mr. Federico moved to go into non-public session to discuss a personnel matter and the negotiation of a contractual issue. Mr. Copeland seconded the motion, which passed unanimously. At 7:35 PM, the Board came out of non-public session by having Mr. Canada move to come out and to seal the minutes of the meeting due to the nature of the matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

TREASURER'S REPORT: Town Treasurer Kevin Peck reported he had \$862,639.76 in the general checking account.

DEPARTMENT REPORTS:

Code Enforcement Officer/Building Inspector: Terry Barnes gave his monthly report. He informed the Board that Lindt Chocolate's construction was continuing and it was getting quite intricate. They hope to have the bindle room operational by some time in October and expressed that it would be a very tight schedule. The roasting plant under construction was also going smooth with a lot of different construction and custom fabrication going on. There is also an elevator still being installed in the new warehouse to access the mezzanine area of that building.

He informed the Board that he was getting a lot of inquiries concerning signs, accessory apartments and remodeling of homes. Many people are looking at different opportunities and possibilities to use their property. Mr. Barnes also mentioned that he would like to have a chance to review, with the Board, the schedule of building permit fees at some later date. The Board expressed an interest in doing so. The Board asked Mr. Barnes to alter his monthly activity report to reflect the number of accessory apartment permits issued.

Highway: Fred Hutton gave his report. Mr. Hutton reported that Lindt Chocolate has requested the Fire Department to do a fire pump test and a test of the new alarm systems in the new construction areas. He will assist in that testing.

Mr. Hutton suggested that June 27, 2009 be the last day to allow residents to drop off brush at the Highway Garage area. They have been using that area to drop off debris and some of what has been coming in lately does not look like it was ice storm damage.

In other activities, Mr. Hutton reported the department has been working on stumping on the newly cut cemetery land. They hope to have this part of the work done this week. He is getting estimates on the cost of disposal of the stumps. So far, it has been estimated to cost as much as \$300 per load, so he has been very cautious with the entire cemetery budget in order to cover those costs.

Mr. Hutton then reported that all the paving is done with the exception of a small portion of Stratham Heights Road, which he intends to shim. He is still having shoulders graveled on some

of the newly paved areas along with some other roads in the Sewall Farm Development. Once he knows the cost of the gravel, he will know how much is left in the budget to shim Stratham Heights Road. Mr. Canada questioned the need to be graveling the shoulders in the Sewall Farm Development. If that was needed, he questioned if the road was constructed according to Town specifications to need such an improvement since the Sewall Farm Development is relatively new. Mr. Hutton explained that he did not know why the shoulders settled in that development so quickly. He suspects it is caused by all the newspaper and mail delivery routes that ride along the shoulders.

Mr. Canada asked to have a report done on the number of loads and/or the number of tons of brush and debris which was trucked off as a result of the ice storm. Mr. Hutton said that he could provide that information.

Mr. Hutton noted that on Wednesday, June 17, 2009, there is a meeting at Stevens Field to lay out the proposed new ball field and to coordinate construction activities. Any Board member is welcomed to attend.

Mr. Hutton then explained how he responded to a request for information from the State Purchasing Bureau regarding the Town's road salt usage. This information would allow the State to create an RFP, which included charges for delivery and the timing of delivery. He was unsure (end of tape)

Mr. Canada asked Mr. Hutton why he missed the last two Board of Selectmen's meetings. Mr. Hutton explained that he had fallen asleep during the first meeting and he did not know that the second meeting was considered to be a makeup date.

Mr. Canada asked why the Department rents a cooler and buys bottled water. He did not see the need to do both. He understood the need to have portable water available at the garage due to the quality of the well water; however, he did not know why there was a need for both a cooler and bottled water. Mr. Hutton explained that the tap water is undrinkable and that is why they have the cooler. He did not recall, but noted that a previous Board of Selectmen suggested renting the cooler. Over time though, the cooler proved to be wasteful when they put it into portable containers to be taken to a job site. That was when they started buying the bottled water. They go through a lot of water all year long due to the nature of their work. Mr. Canada had brought in a cooler jug of the tap water and passed it around. No one present noticed that the water seemed to be impaired. He suggested that individual jugs could be bought and filled with the tap water or the cooler water. He noted that there was a 20% or more premium paid for bottled water. Kim Woods noted, having plowed for the Highway Department before, that jugs of water could become awkward over time while plowing. Mr. Canada suggested getting the tap water tested before making any final decision.

The discussion turned to the cost of paving this year. Mr. Canada stated he was curious to know what the cost of paving was when broken down between the product provided versus delivery and installation. Mr. Hutton did not have that information available.

A discussion about the pending reconstruction at the Hills of Crockett Farm occurred. Mr. Deschaine said that he is awaiting word from Town counsel to see if the Town could call the performance bond and finish the project. Mr. Deschaine suggested Mr. Hutton be prepared to move quickly if counsel says that there is no impediment to move forward in calling the bond. Mr. Hutton said that he was prepared to schedule the work as soon as possible.

Administration: Mr. Deschaine reported that the IEU has informally accepted the Town's counter offer, but it should not be official until sometime next week for the purchase of the Town's Old Engine 2.

MEETINGS SCHEDULED THIS WEEK/MEETINGS TO REPORT ON:

The Board next reviewed the meetings scheduled for the coming week and the meetings held during the past week. Mr. Copeland reported on the Local Government Center's Local Officials Workshops that he had attended.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Park permits were reviewed and acted upon by the Board:

Jocelyn Lister, of the Autism Society of New Hampshire, requested the use of the Park on August 22, 2009. They requested also a waiver of the fee. Mr. Copeland moved to allow the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

OLD BUSINESS:

It was noted that they had three applications for two open alternate's positions on the Heritage Commission. Mr. Copeland moved to appoint Georgianna Law and Nate Merrill to fill the vacancies. Mr. Canada seconded the motion. Mr. Copeland stated that he based his motion on the value of contributions these two individuals had made recently to the community as volunteers. There was no further discussion and the motion passed unanimously.

Mr. Copeland reported on the Life Safety Inspection Report Form and procedures that he has been working on with Charlie Brown. Mr. Brown was invaluable since he had been previously employed doing these types of inspections. After review of the form and the Standard Operating Procedures, Mr. Copeland moved to adopt the form and Standard Operating Procedures as drafted and assign the duties of inspection to members of the Highway Department. Mr. Canada seconded the motion, which passed unanimously. Mr. Deschaine asked that electronic copies of these files be sent to him for archiving purposes.

The Board discussed the topic of their next project meeting scheduled to be on June 25, 2009. They will be doing the Standard Operating Procedures for the Police Department, discussing the revisions to the Employee Manual and also receiving public input on filling the Planner's position. Mr. Deschaine said that that proposed agenda was fine, although he asked if the Board was prepared to authorize to move forward with the current draft for the employee manual. Mr. Deschaine handed out one further revised section regarding grievances. Mr. Copeland said that

he was prepared to act on the manual and moved to accept the draft as presented and to send it back to the Employee Manual Review Committee for final review of the Selectmen's revisions. If the committee has no objections, it would then go to Town Counsel for a review. Mr. Canada seconded the motion, which passed unanimously.

NEW BUSINESS:

There was a discussion of the unlicensed dog warrant for 138 dogs remaining to be licensed. The Board then executed the warrant to be presented to the Police Department.

Mr. Canada reported that all the additional letters purchased for the Fire Department sign have arrived. The Fair is going to start using the Board for advertising the Stratham Fair and the need for volunteers to work at the Fair.

Mr. Canada reported on the meeting that occurred last Friday with the Fire Chief and others to determine the fire rating of the Municipal Center in light of the Library renovations. In doing so, it was clarified to what extent the Library renovations could proceed. One of the points in rating the structure was fire lane access around the rear of the building by the Library. As a consequence, he asked that no parking be permitted in the vicinity of the Library near the rear entrance. The Library staff has been asked to comply with the request and additional signs will need to be installed to warn the public not to park there. Mr. Canada will contact the Highway Department to install the additional signs. Mr. Copeland said he would contact the Police Department to enforce the no parking fire lane once the signs are up.

The Board next discussed the need to train the Park Ranger to issue summonses for violations of the Stratham Hill Park Dog Ordinance. Mr. Copeland asked if the Board was in agreement with doing so. The other members agreed.

The Board then discussed the makeup of the Police Chief Selection Committee. After a broad discussion, it was decided that the three members of the Board of Selectmen, the Town Administrator, a current Chief, a retired and/or former Chief and two residents be the makeup of the Committee.

Mr. Canada asked what the next step was in renewing the Cable TV Franchise Agreement. Mr. Deschaine said that Town counsel was looking at final drafts of the proposed renewal agreement and should have that to the Board shortly.

At 9:34 PM, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow
Recording Secretary

Paul Deschaine
Town Administrator