

## **MINUTES OF THE AUGUST 3, 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 7:31 PM by the Chair.

**TREASURER'S REPORT:** Town Treasurer Kevin Peck reported that he has \$42,353.77 in the general checking account. He also stated that he has \$5,200,000 invested.

### **DEPARTMENT REPORTS:**

**Highway:** Al Williams was present to respond to questions from the Board. He noted that a tree on River Road needed to be removed. Due to its location and size, a crane will have to be used. The estimated cost is \$2,500. He stated that the tree is dead and that there are utility wires within it. Mr. Deschaine asked if Unitil had been approached to share in the cost of removal. Mr. Williams did not know. Mr. Canada said that making an inquiry with Unitil would give the Board time to scope out the tree proposed for removal. Mr. Williams will see if there is a possibility to strike a deal with Unitil.

Mr. Williams also said that they needed to put tires on the 2001 pickup. They are getting an estimate for other replacements from Graham Tire. Otherwise, the Department has been doing general mowing, roadside mowing and working on the Stevens Field project.

The Board discussed the need to paint stop bars. Mr. Federico asked if the bars are really necessary. Lieutenant Richard Gendron said that they were and that an RSA requires them in order to enforce a stop sign infraction. The Board asked Mr. Williams to evaluate the need on a case-by-case basis. There was also a discussion regarding the need for a centerline painting. Mr. Williams will evaluate the need for centerline painting also.

Mr. Copeland discussed the nature of Charlie Browne's work as a seasonal employee. Mr. Williams said things went really well with Mr. Browne this year.

**Police:** Acting Police Chief Richard Gendron gave the monthly report. The Selectmen brought up a memo from Joyce Charbonneau, Town Clerk, concerning this year's dog warrant. The civil forfeiture summonses were served late this year and the Town Clerk's copy has not been returned in a timely matter; consequently, when the dog owner comes to her counter, there can be confusion as to whether or not the penalty applies. Acting Chief Gendron said that the person doing the 2:00PM to 10:00PM shift is issuing the summonses and that shift ends on Friday. Today being Monday, the Department had been too busy to present them to the Town Clerk. Acting Chief Gendron promised to double the efforts to issue the summonses and return copies to Ms. Charbonneau in a timely manner.

Acting Chief Gendron reported on the results of this year's Fair. There were only two arrests but they were related to motor vehicle issues that occurred just before the Fair. The concert had only one drunk who had to be escorted off the grounds; otherwise, the only other problem with the

concert was the lack of a private security force in front of the stage. The Police details scrambled but they found a way to meet the challenge.

Acting Chief Gendron reported that the tasers are in and training is scheduled for August 22, 2009 along with the Fire Department members. Mr. Deschaine asked if the Standard Operating Procedures for tasers were ready. Acting Chief Gendron said that was going to be included with all the other SOPs. Unfortunately, due to a computer problem, the SOPs were not ready for tonight's meeting. They should be ready in the next day or two. Mr. Copeland said he would review the final draft before he leaves on vacation. If he concurs with the final version, the remainder of the Board can adopt them next week.

Acting Chief Gendron had explored with our Case Manager at Primex, Dave Witham, the recent rash of motor vehicle accidents with Department cruisers. After reviewing the accident reports, there did not seem to be any common thread or behavior that could be corrected. He will be sending some of the officers to the Stevens Driving School that Primex offers each year.

Acting Chief Gendron reported that Officer Jordan has completed the New Hampshire Police Academy to renew his State certification.

Acting Chief Gendron then presented a packet of information on accident statistics in Town, along with the weekly activity report and a detective investigation report. Mr. Copeland asked where along Portsmouth Avenue do the accidents occur. Acting Chief Gendron said that at the intersection of Route 101, the traffic circle and the Squamscott Road intersection were the location of most accidents. Mr. Copeland asked if the database broke it down by location, day, and time of day. Acting Chief Gendron said that they could retrieve that information, but he asked how much time they wanted devoted to these types of reports. Mr. Canada said he did not want people going back to the old reports. He suggested that going forward, if the database could be refined, so that in the future this type of information could be reported.

The Board discussed other elements of the IMC reporting functions. Acting Chief Gendron stated they are still learning the program and correcting errors so the reports can be more meaningful.

Mr. Copeland asked about the status of the Registered Sex Offenders who may reside in Town. Acting Chief Gendron said that they have one level two offender. They had another, in the past, but that person recently moved. Mr. Deschaine pointed out that merely because an offender moves out of Town, it does not mean he or she is not still in the area.

Mr. Federico asked if it was clear to everyone on how to handle the pending SOPs. Acting Chief Gendron said that the day after tomorrow, they should be delivered to Mr. Copeland who can do the final review.

**Administration:** Mr. Deschaine gave his weekly report. He asked Mr. Canada if there had been a sale of the Old Engine 2. Mr. Canada said that there are two entities that are still interested in the truck. They are proceeding with their own purchasing processes. They will be getting back to him.

Mr. Deschaine provided a proposal from Peter Bakie Plumbing to replace the hot water heater tank in the basement of the Municipal Center. Mr. Canada asked for some extra time to examine the proposal.

Mr. Deschaine announced that Carol Gulla has resigned from the Supervisors of the Checklist and from the Board of Directors of Coast. Ms. Gulla had served as Stratham's representative to the transportation agency. According to the State RSAs, the Supervisors of the Checklist appoint individuals to fill any vacancies. In the case of Murray Segal, who also resigned from being a member of the Trustees of the Trust Funds, the Board of Selectmen appoints his successor.

Mr. Copeland reminded everyone that he would be missing the next two meetings due to his vacation plans.

Mr. Canada asked which remaining Town buildings need to have their water tested. Mr. Deschaine stated that the Fire House and the Police Station are the remaining buildings that have not been tested this year. He will try to coordinate bacterial samples from those two buildings along with the samples that are required at Stratham Hill Park.

**NEW BUSINESS:**

Dan Crow and Mike Keane were present to discuss the remaining open items concerning the Fire House. One open item is the shatter-resistant windows. Windows in the radio room and the EOC were proposed to have these windows when they became available. Mr. Keane has learned that the window and sash are not going to be available soon. As a consequence, the manufacturer has suggested replacing the existing glass with tempered glass and then adding a lamination system, which will bring them to the 120 mile-per-hour wind rating of the shatter-resistant windows. The windows proposed originally would have had approximately 140 miles-per-hour rating. The only other alternative was to have storm shutters installed on the outside of the building but that would have a number of negative effects. The alternative to tempered glass is being costed-out presently. The present windows are technically rated for 120 miles-per-hour but are not shatter resistant because they are not laminated.

Mr. Keane said that one other remaining bond money request included a floor in the workout room and an upgrading of the audiovisual equipment in the Morgera Meeting Room. Mr. Canada suggested wrapping all these items up so we could close the bond account by the end of the fiscal year. Mr. Crow asked how to proceed to implement the remaining work before the end of the year. He suggested continuing with the Building Construction Committee so that proper recommendations can be made to the full Board of Selectmen. Mr. Keane will continue to help coordinate the Building Committee meetings.

There was a discussion concerning how to release the bond account monies and/or encumber funds for specific items. Mr. Crow asked if structural engineering for the solar panel project could be paid for with bond funds. Mr. Canada asked Caroline Robinson if money was in the solar grant to pay for the engineering. Ms. Robinson believes so but was not exactly sure.

The discussion next turned to a re-occurring problem with the wastewater holding tank for the floor drains. The top of the tank is freezing during the winter and interfering with its operation. He suggested insulating the inside top of the tank to insulate it from the freezing temperatures. This would be at no cost to the Town. Mr. Canada moved to allow Mr. Crow to treat the tank with the insulation. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Crow discussed the need to treat an ant problem, which is occurring, in one of the downstairs toilets. Ant traps have been placed in the bathroom but it does not seem to be taking care of the problem. Mr. Canada will investigate possible treatments.

Mr. Crow stated that the Fire Department Building Committee asked to have the ability to review all building maintenance invoices before they are paid. There have been some problems where invoices have been paid that should have been covered under warranties. Mr. Canada asked who approved the invoices. All present presumed Fire Chief Bob Law had. Mr. Canada suggested that Mr. Law work with the Building Committee to implement a process to better review the invoices.

The Board then discussed the proposal for a water heater to be installed, which was previously approved by the Board. Because of added electrical work, \$195 needed to be added to the proposal plus fifteen percent. Mr. Canada moved to add that to the previously approved proposal. Mr. Copeland seconded the motion, which passed unanimously.

Caroline Robinson and Edie Barker were present to discuss a proposed Farm and Ranch Land Grant Application on the MacDonald property on Stratham Heights Road. Mr. Deschaine explained the history behind the effort and thanked Ms. Robinson and Brian Hart for all their efforts to bring forward this application in a very short timeframe. Mr. Canada moved to authorize the Chair to sign the application and a memorandum of understanding with the MacDonalds. Mr. Federico seconded the motion, which passed unanimously. Mr. Deschaine will do a cover letter for the application once the MacDonalds have also signed their portion.

**MEETINGS SCHEDULED THIS WEEK/MEETINGS TO REPORT ON:**

The Board reviewed the meetings scheduled during the coming week and the meetings held during the past week.

At 9:45PM, Mr. Canada moved to go into non-public session to discuss the potential of hiring a Town employee. Mr. Copeland seconded the motion, which passed unanimously. At 10:10PM, Mr. Canada moved to come out of non-public session and to seal the minutes due to the discussion of hiring a new employee and to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow  
Recording Secretary

Paul Deschaine  
Town Administrator