

MINUTES OF THE NOVEMBER 2, 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 by the Chair at 6:55 PM. Mr. Canada moved to go into non-public session to discuss an issue with contract negotiations. Mr. Copeland seconded the motion, which passed unanimously. At 7:33 PM, Mr. Canada moved to come out of non-public session and to seal the minutes due to the contract negotiations discussed. Mr. Copeland seconded the motion, which passed unanimously. At 7:35PM, the Chair called the regular meeting to order.

TREASURER'S REPORT: Kevin Peck reported he had a deficit of \$827,031.44 in the negative in the general checking account. He has an investment of \$1,250,000 maturing that will be brought into the checking account tomorrow to cover this deficit. Mr. Peck then presented a cash flow analysis predicting the balances in the next coming months. He has talked to Citizen's Bank regarding a Tax Anticipation Note (TAN). There is about a one to one-and-a-half week process to execute a TAN. There is also an application fee of \$300.00. Mr. Peck then looked into last year's collections and found that, assuming the tax bills went out on November 15, 2008, \$1,500,000 was deposited in the Town account by December 8, 2008. Unfortunately, the county taxes come due shortly thereafter, so he has his doubts as to whether or not tax collections will be sufficient to cover the cash needs of the Town; consequently, he will be pursuing the TAN to cover those expenses.

DEPARTMENT REPORTS:

Highway: Fred Hutton was present to give his monthly report. He noted that the roof on the shed at the Transfer Station needed to be re-shingled. There was no need to go out and buy shingles since there were enough discarded shingles left at the Transfer Station to do the job.

He then reported on the results of the snowplow rally that was held at the Exeter Department of Public Works Garage on October 28, 2009. Representatives from the Department of Environmental Services were present and gave a talk on various environmental issues related to winter maintenance. At one point in their presentation, they stated there was more evidence of harm to the ecology by sand than salt. Mr. Canada asked Mr. Hutton to explain. Mr. Hutton said that siltation from sand has a greater impact on the environment than dissolved salt in the ground water. Sand holds contaminants longer in wetland areas. He noted that once you sand a road, it needs to be swept up and the sweepings need to be stockpiled under a cover until they can be shipped to a licensed processor since they are considered hazardous to some degree.

Mr. Hutton reported on the new type of computerized spreader system. They are supposed to be a great improvement over the old system that the Town of Stratham has. Mr. Hutton said it seemed to work nice but it also cost \$10,000 a truck. The sanders can be calibrated for each of the different types of storms experienced during a winter. Mr. Hutton did not know the cost for retrofitting an existing sander with one of these new types of computerized systems. Otherwise, he said the training event reviewed various safety procedures, the manual calibration of non-computerized sanders and the use of liquid calcium chloride to pre-wet the materials and other

general operating procedures were discussed. Mr. Canada asked what Mr. Hutton's impression was of the Conservation Commission's report on salt use. Mr. Hutton thought that the biggest driver error resulting in excess salt use was the driver not shutting off the spreader when stopped at intersections. This can be usually associated with driver fatigue. Mr. Hutton said the lack of substitute drivers is a direct cause of that. He stated he would take any qualified drivers who wish to apply. Mr. Canada said they would post another add on Craigslist. Mr. Hutton said that otherwise they were prepping all the trucks for winter maintenance and calibrating the manual sanders for an approximate 300 pounds per lane mile. Mr. Canada asked if that could be adjusted down. Mr. Hutton said that it could in the level and straight areas, but there are a lot of variables that go into making that determination. Mr. Canada asked if the roadways could be just swept rather than using a vacuum truck if the Town were to use more sand. Mr. Hutton noted that you would then just be filling the catch basins, drainage pipes and drainage swales with sand. It would definitely become hazardous waste upon its removal. Mr. Deschaine asked for clarification about road sweepings and whether they were considered hazardous. If they were not, he asked if they could be reused again as road sand or fill. Mr. Hutton said that with just sweeping the roads, you usually pick up contaminants like leaves and rocks, which would not make it suitable for sanding again. Mr. Canada asked how much it would cost to vacuum sweep the roads. Mr. Hutton estimated that it would cost \$125 per hour along with the use of two Town trucks to be able to dump and empty the vacuum truck. Mr. Canada then asked how long would it take. Mr. Hutton estimated to sweep the entire Town, it would take two to three weeks. Mr. Canada then asked how much it would cost to clean the catch basins. Mr. Hutton's estimate was \$125 per hour to empty catch basins at a rate of twenty to thirty catch basins being vacuumed per day. He would estimate the number of catch basins in Town to be in the hundreds. Mr. Hutton said that he has cut down on the number of basins being cleaned annually due to cutting down on the amount of sand used. Mr. Canada then asked how much of a salt and sand mixture could be used. Mr. Hutton said unless it is an ice storm, during which he uses 100% salt, he usually mixes 20% sand with 80% salt. Mr. Canada asked how much more sand could be used. Mr. Hutton said that it would cost even more if you doubled the amount of sand because then you would have to sweep the sand from the roads during the winter. Most towns that do that type of 50/50 mix of sand and salt do end up sweeping the roads during the winter, and as a result, own their own sweeper. After all the discussions on salt and sand use, Mr. Hutton asked if he could purchase three loads of salt and three loads of road sand. Purchasing that amount would exhaust the budget line items for each of those products at a cost of \$12 per ton for sand and \$52 per ton for salt. Mr. Canada moved to authorize the purchase of three loads of salt and sand. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hutton reported on his investigation into what it would take to log the land behind the softball field at the Municipal Center. Greg Claar provided a quoted price of \$3,000 to clear an area of approximately 250' by 250'. Mr. Deschaine mentioned that he understood the proposal to include accessing the site by going over the softball field, which had the potential of ruining that field and preventing its use in the coming spring. Mr. Hutton said Mr. Claar was investigating gaining access off of Portsmouth Avenue via the Gove property. Mr. Deschaine also suggested asking the Foss family about using the old tote road adjacent to the Municipal Center property. Mr. Hutton said Mr. Claar was also investigating that access point.

Mr. Deschaine asked about a request from the Families First Health and Support Center to house a Healthcare for the Homeless van during the winter. They have a mobile van that needs to be stored but accessible. If it can be stored inside, that would be preferable. If it were stored outside, it would need access to electricity in order to prevent its systems from freezing. Mr. Deschaine asked if there was any space available in Town including the Fire House or the Highway Garage. Mr. Hutton said that there was no space or room at the Fire House since the backhoe is stored inside the building for snow removal purposes, and if he were to provide space at the Highway Garage, he would have to place one of his vehicles outside. Mr. Deschaine was going to check on how accessible the van needed to be during the winter. There appeared to be no heated space available in Town. Mr. Canada said that there may be spaces at the Park, but without further information, it was unsure what electrical service would be available. Mr. Deschaine will try to get further information.

Mr. Hutton reported that street signs had been ordered for Squamscott Road. A post would be used at the College Road intersection; the sign at the Route 33 intersection would be mounted on the existing traffic light post.

Administration: Mr. Deschaine gave his weekly report. He presented a franchise agreement extension for the cable TV franchise. The existing contract with Comcast expires this coming week. The negotiations are continuing. This extension is for three months to allow those negotiations to continue.

Mr. Deschaine then presented the MS-5, the financial report for 2008, to the Board for their signatures. Valerie Kemp has reviewed the numbers, along with Mr. Deschaine, and found them to accurately reflect the Town's financial condition for 2008. The form was prepared by the auditors for the Town.

Mr. Deschaine brought up the renewal of insurances for 2010. Mr. Deschaine asked what the Board's wishes were relative to the property liability insurance and the worker's compensation insurance proposed by Primex. The Town is currently under a three-year agreement with Primex and they are offering a 7.5% discount if the Town extended its commitment two more years to a five-year commitment. Mr. Canada asked if we had a rate from the Local Government Center to compare with. Mr. Deschaine said he did not since the Town was already in a three-year commitment with Primex. The Local Government Center would have to rate us separately in order to give a quote and it would not include the extended contract we currently have with Primex. Mr. Copeland moved to accept the offer of the five-year commitment from Primex in order to obtain the 7.5% discount and authorize Mr. Deschaine to execute any documents relative to the renewal. Mr. Federico seconded the motion, which passed unanimously. Mr. Deschaine noted that Primex also provides unemployment insurance for the Town. Mr. Copeland moved to renew the unemployment insurance and authorize Mr. Deschaine to execute all associated documents with that renewal. Mr. Federico seconded the motion, which passed unanimously. Lastly, Mr. Deschaine presented the quote from the Local Government Center Healthtrust for health and dental insurance. The quote for the coming year included a 16% increase in health insurance costs. Mr. Deschaine asked the Board if it wanted him to explore different plans such as an HMO plan or Blue Choice alternatives. Mr. Canada stated that since the Town was asking employees to contribute a greater amount each year towards the health insurance premium, it

would be inappropriate to change to a less beneficial health plan at this time. Mr. Copeland agreed and moved to renew the Healthtrust's proposal for 2010 and authorize Mr. Deschaine to execute any necessary documents to implement the renewal. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine presented a possible list of encumbrances to the Fire House bond. The list included furnishings for the EOC, the preemption traffic light, dedication plaques, irrigation for the lawns, and shatter-proofing window treatments. There were no firm numbers available with the exception of the preemption light dedication plaques and the irrigation. The Board debated the need for the shatter-proofing window treatments although a previously set deadline of this meeting, November 2, 2009, there was no one present from the Fire Department present to speak to these possible expenses; however, the Board took no further action, suggesting that they wait another month to see if the Fire Department came forward with any other expenses.

The Chair noted he was remiss in not mentioning earlier the unfortunate passing of Jerry Batchelder. He had been a significant contributor to the Town in many different ways and the Board thanked him for his many, many years of service.

In reviewing the minutes left to approve, Mr. Canada moved to approve, as amended, the minutes of September 21, 2009, September 28, 2009, and October 5, 2009. Mr. Federico seconded the motion, which passed unanimously.

MEETINGS SCHEDULED THIS WEEK/MEETINGS TO REPORT ON:

The Chair then reviewed the meetings held during the past week and scheduled for the coming week.

The other Board members updated Mr. Federico concerning the meeting they attended at which the Concord Solid Waste Cooperative presented their proposal for a single stream materials recovery facility. Mr. Canada and Mr. Copeland thought the presentation was good and had merit to pursue and further investigate.

Mr. Deschaine reported on the Administrator's Meeting held last week regarding regionalism to see if there were any cooperative efforts that could be done between the towns in the area. Also discussed was the sharing of clerks in the Town Clerk and/or Tax Collector's Offices if there were a pandemic flu outbreak and a town was faced with many employees not reporting to work. The thought was that clerks could share personnel between towns in this emergency situation. Representatives of this group would be contacting the Town Clerks in the area to have a meeting to discuss this possibility.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Municipal Center rental was approved:

Beth Gallagher for a birthday party on December 12, 2009.

OLD BUSINESS:

There was a discussion on the number of vacancies on Boards and Commissions and how to fill them. Mr. Federico reviewed the application by Jameson Paine for appointment to the Planning Board. Mr. Federico then moved to fill the alternate's vacancy on the Planning Board with Jameson Paine. Mr. Copeland seconded the motion, which passed unanimously.

At 9:34 PM, Mr. Canada moved to go back into non-public session to discuss a personnel matter and continued contract negotiations. Mr. Copeland seconded the motion, which passed unanimously. At 11:27 PM, Mr. Canada moved to come out of non-public session, seal the minutes due to the personnel and contract negotiations discussed and to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow
Recording Secretary

Paul Deschaine
Town Administrator