

MINUTES OF THE JANUARY 11, 2010 BOARD OF SELECTMEN'S MEETING

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

The Chair opened the meeting at 7:35 PM.

TREASURER'S REPORT: Kevin Peck reported he had a total sum in hand of \$5,537,423.19. He also reported that of that total sum, \$5,000,000 was invested.

DEPARTMENT REPORTS:

Police: Chief John Scippa was present to report on the Police Department's activities. He reported on an incident at the Cooperative Middle School where live ammunition was found within the building. He credited Principal Tom O'Malley and his staff for responding very appropriately. This has forged a very positive future working relationship with the School and the Police Department. Chief Scippa met today, also, with Superintendent Mike Morgan to discuss this incident and other security issues at the School. Mr. Federico asked if there was a unified support from the School to have a police presence at the Cooperative Middle School. Chief Scippa said that they were very supportive in cooperating with the Department and may support having a permanent presence in the form of a School Resource Officer, or SRO, sometime in the future. This may occur sometime this year, but is more likely to occur next year. Mr. Copeland complimented Chief Scippa and the Department on handling the School incident in a very professional way. Mr. Federico asked if there was going to be any progress in resolving who instigated the incident. Chief Scippa said there was an open and active effort to find out who brought the ammunition into the School.

Chief Scippa reported that the hiring process to fill vacancies in the Department has started. An oral board will be held tomorrow. Mr. Canada asked if this pool of candidates would be used to fill all the current vacancies. Chief Scippa said that it would depend on the quality of the applicants.

Mr. Federico asked how prosecutions would be handled in the future if it involved an officer who had left the Department. Chief Scippa stated that they would subpoena the officer to testify at the future court date.

John Sapienza was present to report that both the elevators in the Fire Department and Police Department were inspected by the State today and passed. There was a small problem with the Police Department elevator, which is easily correctable. Mr. Sapienza credited Charlie Browne for his assistance during the inspections, making them go very smoothly. Mr. Sapienza also reported that the lighting at the ice skating rink at the Park is complete and operational. They have only experienced one problem with one of the timers, which is apparently defective. He is arranging to obtain a replacement under warranty. The Board thanked Mr. Sapienza for all his help on this project.

Office of Emergency Management: David Emanuel, Director of the Office, was present, along with the State Liaison, Paul Hatch. Both individuals were here to report on the awarding of an

Emergency Management Performance Grant to help furnish and equip the new Emergency Operations Center in the Fire Department building. The grant will also help organize the EOC's storage closet and equip the meeting area. The grant requires a 50/50 match. The initial application for funding was a little over \$51,000. With some subsequent adjustments, the total grant awarded was \$50,757.70, making the match requirement \$25,363.85. Mr. Copeland moved to accept the grant of \$25,363.85 and to encumber a match of an equal amount to total \$50,757.70. Mr. Federico seconded the motion, which passed unanimously, at which time the Board signed the grant agreement.

Mr. Emanuel reported on the planned dates for the radiological drills and the final Graded Exercise for this year. The EOC is hoped to be furnished and equipped by the time the Graded Exercise occurs. Mr. Emanuel publicly thanked Paul Hatch for his assistance in obtaining this and previous grant resources. The Board wholeheartedly concurred with thanking Mr. Hatch and also thanked Mr. Emanuel for his efforts.

Town Planner: Lincoln Daley was present to give his monthly report. He discussed the three Zoning Amendment warrant articles being proposed this year for Town Meeting. They consist of the Gateway Form-Based Code being offered; an article concerning work-force housing is being discussed to come into compliance with a new state law; and, lastly, the Board of Adjustment had requested an amendment, which will revise the home occupation provisions of the Zoning Ordinance.

Mr. Daley then handed out a memorandum considering reconstituting the Economic Development Committee. The Planning Board had asked him to evaluate the possibility of reestablishing the Committee that was created several years ago. Mr. Daley provided a summary of the history of the Economic Development Committee. He noted that it was an opportune time to reestablish the committee with perhaps a broader mission. This expanded role would focus on business promotion, business retention, and a strategic plan with clear goals and vision for the economic future of the Town.

Mr. Daley then discussed a second memorandum concerning applying for a Coastal Grant Program. His suggested projects consisted of applying for a grant to help pay for the buy-up costs of more detailed aerial photography that is being offered by the New Hampshire Department of Transportation. Mr. Daley is also looking into other grant vehicles to fund this project with a Coastal Grant in cooperation with the Rockingham Planning Commission. It is the belief that by combining a larger number of towns in the flyover for the aerials, it could reduce the costs, in addition to providing grant monies to pay directly for the cost of the increased accuracy of the photos. A second possible project was an inventory of wetlands and their environmental value. This would involve hiring a wetland scientist to go out in the field, based on aerial maps and satellite imagery, and identifying wetlands larger than one quarter to a half acre in size and evaluating the quality of the wetlands to the natural resources surrounding it. This would help the Town prioritize which wetlands to target for protection in an organized fashion. The last possible project is a GPS audit of all the Town's storm water discharges. A Town-wide inventory of all culvert locations identifying the inlet and outlet sections would be identified by GPS and laid out using GIS information. This would assist the Town in preparations if it would, at some future date, become identified by the EPA as part of their Municipal Storm Water/Sewer Mandates that several communities surrounding us currently are

involved in. Mr. Deschaine explained that the EPA requirements are dependent upon census results. During the last census in 2000, the Town of Stratham did not have the density required to meet the criteria for that program; however, he feels that perhaps in the coming census, in 2010, we may indeed fall under that criteria. This effort would help pre-plan and assist us in preparing for that possibility.

Mr. Daley presented his efforts in participating in the Energy Efficiency Grant Program. The letter of intent for that program is due this coming Friday, January 15, 2010. He is also working with a representative from the Municipal Energy Assistance Program to identify particular projects, most likely being further weatherization of the Municipal Center. Mr. Canada moved to authorize Mr. Daley and/or the Chair to apply for an Energy Efficiency Grant for the Municipal Center. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Daley and Mr. Deschaine described the Comprehensive Economic Development Strategy Process, or CEDS, and the intent to include greater detail of the Gateway Commercial District Development and to introduce the Town Center Revitalization efforts into the CEDS document.

Administration: Mr. Deschaine presented a request to use the Morgera Meeting Room at the Fire House from John Dardani for a family party. Mr. Copeland moved to authorize the use. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine reported on his findings concerning the accident insurance that the Town carries for Fire Department members. His previous observation, that Primex included such coverage in our current policies, was incorrect. He noted that he would then proceed in renewing the current policy. Mr. Canada moved to authorize Mr. Deschaine to renew the life, accident, death and dismemberment policy. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine reported to the Board that the Town had received a Petition Warrant Article, of which he read the content aloud. It consisted of a resolution requesting the State Legislature act to allow voters of the State to vote on a constitutional amendment defining marriage.

Other than that, he had two items for non-public session to be discussed.

OLD BUSINESS:

Josh Tymann was present to describe his proposed Eagle Scout Service Project. He wanted to build flag boxes to receive retired US flags. The boxes would be placed at the Cooperative Middle School, the Stratham Memorial School, the Fire House and at the Municipal Center. He also hopes to have an educational component informing people and students of flag etiquette and history. Mr. Copeland suggested using the flags collected to assist the Pease Greeters of personnel in the military services landing at Pease by cutting out the stars of used flags and distributing them to US service members. This is a practice the Pease Greeters have done in the past and has been received very warmly by the service people. Mr. Tymann explained that he anticipates making the boxes 3'x2'x2' in size. Mr. Copeland asked who would maintain the boxes. Mr. Tymann thought the troop would. Mr. Canada said that it was important to have continuity to insure that maintenance of the boxes is done correctly. Mr. Federico asked if contact information was going to be placed on the boxes so individuals could contact that person

if the box was full. Mr. Tymann said that he would do that. Mr. Deschaine asked which of the dimensions the height was. Mr. Tymann said it was two feet. Mr. Deschaine said that at least here at the Municipal Center they might need a stand because there was not enough table space to accommodate it. Mr. Canada said that although a standardized size would help construction, some element of customization might be necessary to make it fit at each location. Mr. Tymann said that the 3' x 2' x 2' was just a standard size and could be adjusted based on where it was going to be placed at each of the four locations. Mr. Copeland moved to accept the proposal as presented. Mr. Federico seconded the motion, which passed unanimously.

MEETINGS SCHEDULED THIS WEEK/MEETINGS TO REPORT ON:

The Chair then reported on the meetings scheduled for the coming two weeks since there is no meeting next Monday due to the observance of Martin Luther King Day. He also reported on the meetings held during the past week.

NEW BUSINESS:

The Chair announced that the filing period to declare your candidacy for a local elected office opens on January 20, 2010 and runs through January 29, 2010. He then read what the coming vacancies were for 2010 (please see attached).

The Board proceeded to open sealed bids for the printing of the 2009 Town Report according to a predetermined specification. The following six bids were received and were deemed according to spec:

Proforma Infinite Printing Solutions:	\$4,925.00
Select Print Solutions:	\$5,208.00
ImageWise:	\$4,885.00
Kase Printing, Inc.:	\$4,678.00
Wharf Industries Printing, Inc.:	\$5,352.00
Squamscott Press:	\$8,550.00 (plus the caveat, if they had to scan camera-ready copy, there would be an additional cost.)

Mr. Canada moved to accept the Kase Printing, Inc., proposal based on their low bid and having previously printed our Town Report. Mr. Copeland seconded the motion, which passed unanimously. Mr. Federico asked if there was a sufficient quantity being ordered. Mr. Deschaine is ordering the same quantity as last year and he had a surplus of over 200 books. Consequently, he hopes that this would be a sufficient number understanding that this year's Town Report would include a list of everyone's assessments; therefore, the book may be more popular. Mr. Canada pointed out that the Town Report would be online and would include this information. The Board concurred that the current number being ordered should be adequate.

Mr. Canada brought up an estimate provided by Bell & Flynn for expanding the parking lot at the Municipal Center. The proposal, in its total form, is approximately \$162, 000. He felt that it was too large of a project to accomplish in the coming year. He would prefer to spread the appropriations for this project over several years; consequently, he would recommend not

clearing the land of trees behind the softball field at the Municipal Center as previously approved until such time that we are ready to construct the actual parking lot. Mr. Copeland and Mr. Federico agreed.

OTHER:

Mr. Canada mentioned the importance of keeping up with the Board's minutes. He also asked if Mr. Deschaine had finished making the final edits to the Employee Manual. Mr. Deschaine said he had not due to other deadlines to which he had to attend. However, he did find suggested language for the insurance buyout program the Selectmen want to implement. Mr. Canada asked Mr. Deschaine if the employee benefits payment database had been finished. Mr. Deschaine said that the report had been completed but he had not been able to review it for accuracy.

Mr. Canada thanked Lucien McCarty for initiating a meeting with him and his editors at the Seacoast Media Group to discuss the Town's proposed Gateway Commercial District and Form-Based Code. The meeting this past week was very productive and was reflected in an article that appeared in Friday's newspaper.

Mr. Canada spoke about a discussion he had with Mr. Deschaine about maintaining maintenance and repair records for each vehicle. This arose from the Departments reporting the mileage and/or engine hours of each vehicle at the end of the year. Mr. Canada felt that maintaining a maintenance record for each vehicle would be useful. Mr. Copeland moved and Mr. Canada seconded to authorize Mr. Canada to inform the Department Heads to maintain maintenance and repair records by vehicle. The motion passed unanimously.

The Chair announced that an automated external defibrillator, or AED, has been installed in the Municipal Center. He thanked all involved for obtaining and installing the unit for the safety of those using the building.

At 9:27 PM, Mr. Canada moved to go into non-public session to discuss an elderly exemption and a contract term. Mr. Federico seconded the motion, which passed unanimously. At 10:12 PM, Mr. Canada moved to come out of non-public session and to seal the minutes due to the personal privacy of the elderly exemption considered and the contract negotiation being discussed. Mr. Copeland seconded the motion, which passed unanimously.

At 10:13 PM, Mr. Federico moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow
Recording Secretary

Paul Deschaine
Town Administrator