

## MINUTES OF THE MAY 3, 2010 BOARD OF SELECTMEN'S MEETING

**MEMBERS PRESENT:** Chairman David Canada, Selectman Bruno Federico, and Town Administrator Paul Deschaine. Selectman Tim Copeland was on vacation.

At 7:33 pm, the Chair opened the general meeting of the Board of Selectmen.

**TREASURER'S REPORT:** Kevin Peck reported that he had \$211,576.65 in the general fund checking account.

### DEPARTMENT REPORTS:

**Highway Department:** Fred Hutton was present to report on his Department's activities. He noted this was already the third time this year that the Department has had to mow all the lawns.

Mr. Hutton then reviewed a proposal from Bell & Flynn in which they offered paving services at \$72.00 a ton in place until June 15, 2010. Bell & Flynn has also provided a proposal to grind a section of Union Road from the town line in Greenland to the intersection of Winnicutt Road. The specifics of the proposal were reviewed by the Selectmen. Mr. Hutton explained that the road base is ground to a depth of 12 inches and then graded and compacted. A 2 ½ inch base course of asphalt is then laid on top which is then compacted to a depth of 2 inches. This creates a solid roadway base for next year when a 1 inch wear course is placed. Mr. Canada reviewed the list of roads in priority created from last year. Mr. Federico asked if this was the worst road in town. Mr. Hutton said it was. Mr. Canada asked what the total budget for these projects was. Mr. Deschaine responded that there was \$170,000 in the Capital Improvements Program and \$120,000 in the Operational Budget for a total of \$290,000. Mr. Canada moved to accept the two proposals as presented by Bell & Flynn for a total cost of \$279,000. Mr. Federico seconded the motion, which passed unanimously. Mr. Hutton said that Police Chief John Scippa has also agreed to reduce the cost of the police details associated with these projects by not charging for the cost of the car involved.

There was discussion concerning the drainage problem at the corner of Jason Drive and Jana Lane. Mr. Hutton said the only way to correct this problem is to install a closed drainage system to pipe the water away from that location. Such a system would be extremely expensive. The Board decided to wait to take action on this issue until Mr. Copeland is present.

Mr. Hutton reported that a beaver has been plugging the culvert under Union Road by the transfer station. The beaver has been removed several times, but other beavers have returned. They will continue to monitor the situation.

Mr. Hutton asked if he could begin using part time help during the construction season to keep up with the mowing. The Board agreed to allow him to hire a part time temporary laborer at a cost of \$13.09 an hour.

Mr. Hutton next discussed the need for stump removal in the cemeteries. Mr. Canada moved to authorize up to \$750.00 to be used to remove the stump. Mr. Federico seconded the motion which passed unanimously. Mr. Hutton will work with the Cemetery Committee during the removal process.

While discussing the needs of the Cemetery Committee, Mr. Deschaine noted that a laptop is being identified for their use.

Mr. Hutton noted that one of the dump trucks is under repair since the hydraulic pump needs to be rebuilt. The truck is a 2001 International.

The Board briefly discussed the Hazard Mitigation Grant process and wanted to know if there were any projects Mr. Hutton knew of that might be eligible. Mr. Hutton said he was considering, but could not identify any at the moment.

Mr. Canada asked if the Highway Garage water supply has been tested for bacteria. Mr. Hutton said that it has been. Mr. Canada asked that Mr. Hutton ensure that the water at the Highway Department, the Police Department, the Fire Department and the Gifford House is tested for bacteria. Mr. Hutton agreed to do so.

Mr. Hutton then reported that both underground fuel tanks have been tested and passed inspection. The tanks are located at the Highway Garage and at the Municipal Center. He stated that the process of having a contractor present worked very well. Mr. Canada asked Mr. Hutton what he would recommend to abandon the underground tank at the Municipal Center since it is no longer in use. Mr. Hutton said that to properly abandon the tank, it needs to be pumped off to another fuel tank. Mr. Canada asked why the contents couldn't be used in the trucks. Mr. Hutton expressed concerns with possible contamination and/or cross-contamination if the fuel from one tank is deposited into another. Mr. Canada said that he would continue to investigate different options.

#### **NEW BUSINESS:**

Jay Deirer was present representing the Great Bay Stewards and the Discovery Center to discuss the use of Stratham Hill Park for the Great Bay 5K. They start the event at the front pavilion at the Park while using the front parking lot and parking at the Gifford Fields to hold participants parking. Mr. Federico asked where the start and finish occur. Mr. Deirer said that the start would be at the beginning of Sandy Point Road and the finish is at the Sandy Point Discovery Center. There would be a police officer present for traffic control. A bus would then be used to provide transportation from the Center back to Stratham Hill Park. Mr. Deirer asked about signage. He would like to place a sign at the Stratham traffic circle. Mr. Canada said he would not object to the sign at that location no more than a week before the event. There was discussion as to conflict with "Roctoberfest". It was noted that that event will likely occur on October 24<sup>th</sup>. Mr. Canada moved to authorize the use of Stratham Hill Park on October 23, 2010 for the Great Bay Stewards 5K with a sign one week prior to the event at the Park and circle. Mr. Federico seconded the motion which passed unanimously.

**PARK PERMITS/MUNICIPAL CENTER RENTALS:**

The following park permits and municipal center rentals were discussed and acted upon:

Mary Anne & Matt Larrabee requested the use of the Morgera Room at the Fire Department. Mr. Federico moved to allow the use and waive the fee due to Mr. Larrabee's involvement in the Fire Department. Mr. Canada seconded the motion which passed unanimously.

Tom Haslam for the Cub Scout Pack #185 Crossover & Campout was approved for an alternate date, which is now June 5 & 6, 2010.

Rebecca Corazzin requested use of the Park on May 8<sup>th</sup> for a birthday party. Mr. Federico moved to authorize the use. Mr. Canada seconded the motion which passed unanimously.

Russell Stevens requested use of the Park on August 15, 2010 for a family reunion. Mr. Federico moved to allow the use and waive the fee as Mr. Stevens is an employee of the Town. Mr. Canada seconded the motion which passed unanimously.

Mark Price & Roger Thompson of the Port City Radio Club requested use of the top of the hill at Stratham Hill Park on June 24, 25 & 26, 2010. Mr. Federico moved to authorize the use for their annual Radio Field Day. Mr. Canada seconded the motion which passed unanimously.

Christian Nash requested use of the Park on May 8<sup>th</sup> for a soccer party. Mr. Federico moved to allow the use. Mr. Canada seconded the motion which passed unanimously.

Kranthi Kantipudi requested the use of the Municipal Center for seven dates, from 3:00-8:00 pm for a cultural celebration and yoga for kids. Mr. Federico moved to allow the use. Mr. Canada seconded the motion which passed unanimously.

The Chair then reviewed the meetings scheduled for the coming week and reported on the meetings held this past week.

**Administration:** Mr. Deschaine noted that the Health Officer's position needed to be reappointed by May 23, 2010. That appointment occurs by the Department of Health and Human Services upon recommendation of the Board of Selectmen.

Mr. Deschaine informed the Board that George Gowan has offered to donate a couple parcels of salt marsh to the Town rather than continue to pay taxes on it. The Board thought it should be a donation through the Conservation Commission process. Mr. Deschaine will inform the Conservation Commission and assist them in taking action on the offer.

A discussion occurred on the job descriptions for the Office Assistant and Executive Assistant positions. Upon review, the Board expressed its desire to have the Executive Assistant attend Board of Selectmen's meetings to assist in production of minutes. Mr. Deschaine will add that to the job description.

Mr. Canada noted that he approached the following individuals to serve on the Economic Development Committee: Mike Houghton, Bruno Federico, Larry Foss, and Leslie Blaney. He has still not heard from one other person regarding their willingness to serve.

The Board discussed the pending minutes that needed to be transcribed and acted on. Sarah Del Rossi has started the March 8<sup>th</sup> Board of Selectmen's minutes; however, she also has a significant backlog of Planning Board minutes. The Board reiterated its desire to have the minutes done in a timely fashion, to perhaps rotate the task among other office personnel.

Mr. Canada stated that Representative Doug Scamman has reported on the proposed cut in State aid to municipalities to include the Rooms and Meals Tax, Building Aid to Schools and Catastrophic Aid to Schools. Mr. Federico asked if the State was seeking any additional revenues. Mr. Deschaine said there was also an effort to create new regulations on insurance pools of which the Town belonged. Mr. Federico noted his opposition to that effort.

At 9:09 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion which was passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella  
Executive Assistant

Paul Deschaine  
Town Administrator