

MINUTES OF THE MAY 24, 2010 BOARD OF SELECTMEN'S MEETING

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

The meeting was opened at 7:34 pm by the Vice Chair, Tim Copeland.

TREASURER'S REPORT: Town Treasurer Kevin Peck reported he had \$443,318.65 in the general checking account. He is hopeful that with the recently issued property tax bills that money will be coming in so the Town's cash position will be okay.

DEPARTMENT REPORTS:

Recreation: Tara Barker gave her monthly report. She provided information on the improvements to Stevens Park. The sod has been laid on the first soccer field as part of repairing field damage that occurred over the past year due to overuse. That installation went well. Unfortunately, one of the main irrigation lines was damaged in the process. This means that she has been hand watering the sod three times a day since last Friday. Ms. Barker stated that she will continue this watering regimen until the irrigation system has been fixed.

Ms. Barker then explained what has transpired on the Babe Ruth Field at Stevens Park. The fence and irrigation system installations had been scheduled until the request by the Selectmen to follow up on the Timberland employees' offer to install the fencing. To date, representatives of the Timberland Company have not been responsive, which has further delayed the installation of the irrigation system. Mr. Copeland stated that he was not willing to release the contract with AAA Fencing without knowing what type of commitment that the Timberland Company volunteers were going to make. Mr. Federico said he was willing to authorize the fencing contract if Mr. Copeland could not get a commitment from the Timberland employees. Mr. Federico moved to authorize Mr. Copeland to contact representatives of the Timberland Company and to get a commitment from them to install the fencing by September of this year. Absent that commitment, Ms. Barker was to proceed with the AAA Fencing contract. Mr. Copeland seconded the motion which passed unanimously.

Town Clerk/Tax Collector: Joyce Charbonneau was present to discuss the hiring process to fill a vacancy within her office. Mr. Deschaine reported on the application process for the Office Assistant position. Ms. Charbonneau wanted to know what level of participation the Selectmen wanted in the hiring decision. Mr. Copeland said that he wanted to be involved in the interview process. Mr. Federico asked to see a short list of applicants deemed to be worthy of an interview. Ms. Charbonneau stated copies of those individuals' applications would be made available. She also said that she would like to start interviewing those candidates next week. Everyone present agreed that Mr. Copeland, Mr. Deschaine, Deputy Town Clerk/Tax Collector Cathy Kenny, Ms. Charbonneau and Mr. Canada would participate in an interview committee.

Assessing: Andrea Lewy was present to give her monthly report. She reviewed her recommendations for actions on abatement requests (please see attached). Upon review and discussion, the following motions were made:

Mr. Copeland moved to approve the Sewall abatement request. Mr. Federico seconded the motion which passed unanimously.

Mr. Copeland moved to approve the Kramer abatement request. Mr. Federico seconded the motion which passed unanimously.

Mr. Copeland moved to approve the Wiggin abatement request. Mr. Federico seconded the motion which passed unanimously.

Mr. Copeland moved to approve the Basaraba/Desjardins abatement request. Mr. Federico seconded the motion which passed unanimously.

Mr. Copeland then moved to deny the abatement request of Pipers Landing Partnership. Mr. Federico seconded the motion which passed unanimously.

Mr. Copeland also moved to deny the abatement request of Route 11 Investments, Inc. Mr. Federico seconded the motion which passed unanimously.

Ms. Lewy then had a recommendation concerning the elderly exemption application of Rachel Rondeau. Ms. Lewy had verified that the owner does indeed live at the property for which the exemption is requested. Mr. Copeland moved to approve the elderly exemption as requested and recommended by the Assessor. Mr. Federico seconded the motion which passed unanimously.

At 8:15 pm, Mr. Copeland moved to go into non-public session with Ms. Lewy to discuss a personnel matter. Mr. Federico seconded the motion which passed unanimously.

At 8:25 pm, Mr. Copeland moved to come out of non-public session and to seal the minutes to the matters of personnel discussed. Mr. Federico seconded the motion which passed unanimously.

Fire Department: Fire Chief Stan Walker was present to deliver a memo to the Selectmen considering the appointment of members to the 2010 Fair Committee. Mr. Walker then reported that the Department is still investigating aspects of the request for the purchase of a new tanker during the next fiscal year. When that information is available, he will report to the Board the results of that investigation.

Mr. Walker also noted the Department is also evaluating software programs to allow the Department to better record information concerning Department runs in response to requests for assistance and report it to the State. At the completion of the Fire Chief's report, Mr. Copeland moved to appoint the 2010 members of the Fair Committee which were as follows: Stan Walker, Robert Cook, Francisco Marin, Vicky Avery and John Cushing. Mr. Federico seconded the motion which passed unanimously.

NEW BUSINESS:

Bob Cushman, Ken Lanzillo and June Sawyer were present representing the Cemetery Committee to report on their recent activities. Their first concern stated was the computerization of their records. Various impediments have arisen over several years. Mr. Cushman wanted resolution to having access to a computer dedicated to their use. Mr. Deschaine explained what the IT contractor, Don Andolina, has done to provide a laptop for the Committee's use and the changing priorities as a result of having a hard drive failure in the server. Every attempt is being made to provide access to a laptop to meet their needs.

Mr. Cushman reported that the newly expanded area in Maple Lane Cemetery has had the new grass starting to grow. The new growth does need to be fertilized. Mr. Deschaine said that the Highway Department should be able to spread the starter fertilizer needed to promote grass growth.

Mr. Cushman reported on a large portion of a pine tree in the cemetery that has fallen on property next to the cemetery. He has obtained a quote from Seacoast Tree to remove the pine at a cost of \$650.00 due to its size and location and the immediacy of the removal to avoid further damaging the adjacent property owner's lawn and other property. Mr. Federico moved to authorize the removal of the tree from Robert Whitcomb's property at a cost not to exceed \$650.00. Mr. Copeland seconded the motion. Mr. Federico asked that the Committee could get a second quote. Mr. Cushman said that he would attempt to. With that, the motion passed unanimously.

Mr. Cushman presented a proposal from Bell & Flynn to correct a drainage issue along the Maple Lane Cemetery property on the south side property line. This is a location where water ponds during large storm events and Spring thaw. The area affected equates to about 200 lots. The proposal is for \$20,000. Mr. Cushman noted that there was \$15,500 in the Capital Improvements Program. Mr. Cushman thought that some of the proposed costs could be saved by having town forces do the trucking. Mr. Copeland asked the Committee to investigate further and to have the proposal revised based on that possibility.

Administration: Mr. Deschaine presented a quotation from Alternative Communication Services (ACS) to install new phone lines and data lines in the library renovation project. Mr. Copeland moved and Mr. Federico seconded to accept the proposal as presented and not to exceed \$3,950. The motion passed unanimously.

Mr. Deschaine presented an "Intent of Cut" form from Kevin King. The Board proceeded to sign the form in the appropriate places.

Mr. Deschaine presented the recipient contract for the Energy Grant and noted it needed further review. In order to save time, Mr. Copeland moved to have Mr. Deschaine review and approve the New Hampshire Energy Efficiency Community Block Grant Agreement if he found the terms advantageous to the Town. Mr. Federico seconded the motion which passed unanimously. If Mr. Deschaine found concerns with the contract, he would bring it back for the Board's review.

Mr. Deschaine reviewed and summarized the content of a letter from Town Counsel Abby Sykas which memorializes the understanding to be an intermediary between the Town and the Fire Association. The purpose of the letter of understanding is to draft documents necessary to respond to the Attorney General's request to differentiate between the Fair and Fire Associations and the Town's Fire Department. Mr. Federico moved to authorize Mr. Deschaine to sign the letter of understanding and acknowledge Abby Sykas' role as an intermediary. The letter is dated May 21, 2010. Mr. Copeland seconded the motion which passed unanimously.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Park permits and Municipal Center rentals were reviewed and acted upon:

Gordon and Cindy Heal requested the use of the Park for a birthday party on July 11, 2010. The request was approved.

Joanne Matheson requested the use of the Park on August 7, 2010 for a graduation party. The Board approved the use contingent upon the payment and signatures on the form.

Mr. Deschaine reported on the Rockingham County Law Enforcement Association official's request to use the Park as discussed last week. It has been found that they are a non-profit. Mr. Federico moved to allow the use and to waive the fee. Mr. Copeland seconded the motion which passed unanimously. The request for use was to occur on September 4, 2010 at the Park.

Mr. Deschaine reported on efforts to identify the structure on the proposed tax deeded property. An individual canoed down the Squamscott River to the approximate location of the structure on the property. It appears to be a duck blind of some sort, but due to the wetness of the area, the individual could not approach the structure. No further action was taken.

A discussion concerning the Town's mosquito control program and our interactions with the NH Department of Fish & Game on requesting access to their property to treat it for mosquitoes, Mr. Deschaine noted that a public health emergency is expected to be declared this week, which will then require access to the property for mosquito control purposes. The Board expressed their hope that this occurs in a timely manner.

At 9:25 pm, Mr. Copeland moved to adjourn. Mr. Federico seconded the motion which passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul Deschaine
Town Administrator