

MINUTES OF THE NOVEMBER 22, 2010 BOARD OF SELECTMEN'S MEETING

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

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

SECRETARY'S REPORT: Mr. Federico moved to approve the amended minutes for 11/1/10, 11/8/10, and 11/15/10. Mr. Canada seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

Parks & Recreation: Director Seth Hickey was present to discuss with the Board some significant issues with the drainage at Stevens Park. Mr. Hickey state he met with Hillside Landscaping for their input as to the best way to repair the damaged section of field and how to better drain the fields. Hillside's suggestion is to aerate, then core aerate, and then seed the small portion of field in front of the goal mouth area closest to the parking lot. Mr. Hickey presented a written proposal from Hillside to the Board. He stated he does have the money in the budget to have this work completed. He also stated this work needs to be done as soon as possible if we are going to use the fields in the springtime. Hillside did take some soil samples and the top inch or so was rock solid. Even when the field is irrigated, the water just runs off and is not getting into the root system. Hillside is familiar with the previous work that was done as far as the clay injection. Hillside does not think that is very effective and Mr. Hickey stated he would have to concur since the water is still sitting up on the surface of the soil. Mr. Canada moved to allow Mr. Hickey to spend \$810 with Hillside Landscaping to complete the work at Stevens Park. The motion passed with a voted of two for and one against.

Mr. Harvey Bierman, a member of the Soccer Board, who manages the care and maintenance of the fields at Stevens Park, was present at the meeting. Mr. Bierman expressed his dissatisfaction with the quality of the loam that was spread at the field recently, stating he deems both fields unplayable at this time. He presented some pictures to the Board. After reviewing the photos, the Board agreed that the loam was in tough shape even though it was screened. Mr. Canada asked Mr. Hickey if Hillside Landscaping would rake out the loam while they are there doing the aeration. The reply was that it was not within the scope of Hillside's work. It was left that Mr. Hickey would contact the Highway Department and ask them to rake out the loam.

Mr. Hickey presented a quote to repair the electrical system at the Pump House at Stratham Hill Park due to unsafe working conditions. Park Ranger Kim Woods met with Kramer Electric to look at rewiring and replacing the existing electrics in the Pump House to make it safe. Mr. Hickey presented some photos to the Board for their review. He stated he does have money in the budget to have this work completed. The quote is for \$680, which would include covering loose wires, determining what wires are still active, removing inactive wires, repairing a light that arcs when turned on, and labeling electrical work. Mr. Copeland moved to allocate up to \$680 to complete the repairs at the Pump House. Mr. Canada seconded the motion. Mr. Federico asked if there were any other estimates. Mr. Canada suggested talking with Whittier Electric to see if they would have any interest in this project. Mr. Hickey will follow up with

Whittier Electric. Mr. Federico moved to amend the previous motion to not to exceed \$680 and to get other competing bids and go with the least expensive. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey presented a proposal from Kramer Electric for the installation of a heating unit in the warming hut at the Ice Skating Rink in the amount of \$786.00. He stated he does have money in the budget to have this work completed. This heating unit will have a 15-minute spring mount timer and a 24-hour mechanical time clock. Mr. Hickey stated this hut was once heated with a wood stove, but that has since been removed and stated it would be nice to provide a warm space for participants of programs, some as young as three years old. Mr. Canada moved to appropriate up to \$436.00 to go with the \$350.00 donation from the Stratham Hill Park Association (total \$786) to provide heating, as proposed by Kramer Electric, in the warming hut at the Ice Skating Rink. Mr. Hickey will acquire additional quotes to see if there is a better price available. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey inquired as to the status of the Dog Ordinance at Stevens Park. Mr. Copeland stated the Police Prosecutor reviewed the ordinance and wanted to make a minor change to it to satisfy the proper prosecution of it. He will then run it by the Court to make sure the Judge is satisfied with it, and then confer with the Police Chief before coming to the Board. Police Chief John Scippa, who was in the audience, stated that without an ordinance in place, the police had no authority to require anyone to remove their dog from the park so long as they had control of the animal.

Mr. Hickey presented paperwork outlining the Recreation Revolving Account funds and status of programs (participant enrollment) per the Board's request for their review. Mr. Hickey stated we handle approximately 4,000 paper registrations per year.

TREASURER'S REPORT: Kevin Peck reported that he had \$764,559.85 in the general checking account.

NEW BUSINESS:

Stratham Resident and Rockingham Planning Commission (RPC) member Martin Wool was present at the meeting to update the Board on their Legislative Forum that was held on November 10, 2010. He stated some of the things the RPC would like to see accomplished this year would be to support the work of the Sustainable Transportation Funding Study Commission (House Bill 2), to identify alternative transportation systems and funding mechanisms. The RPC will also support recommendations on the Ground Water Study Commission and the House Bill 1353 Subcommittee to clarify and expand the role of municipalities in the permitting of large ground water withdrawals. The RPC will also support legislation to authorize state participation in and receive federal funds for MBTA commuter rail service. The RPC will support clarification of the application process for affordable housing under RSA 674:58-61. Mr. Wool presented the paperwork for the Board to review. Mr. Wool stated they discussed looking at storm water utilities where the Town would set up a utility to maintain storm water drainage systems and the cost of the maintenance would be charged to those who add to the storm water. The RPC also discussed some wetland situations and setbacks of wetlands in that the State would

like to set up a consistent minimum standard. The RPC talked about scoring wetlands and the protection thereof, and the standards they need to set up for wetland buffers. Mr. Wool will forward these reports to Town Planner Lincoln Daley for his review.

Mr. Wool stated when Squamscott Press went out of business, he obtained 5-7 filing cabinets that are in pretty good shape. Mr. Wool thought that since he is offering them for such an inexpensive cost, \$20.00 each, it might be a good idea for the Town to buy them and put them in storage.

Mr. Wool stated he has some basketball backstop poles he obtained from the Lincoln Ackerman School a few years ago. They are brand new and have never been in the ground. He stated he has two of these poles and is asking \$50.00 for each. Mr. Deschaine will speak to Mr. Hickey about a possible use for these.

Mr. Wool expressed his disappointment in the fall decorations in the Town Center area. Mr. Wool offered the Board the \$300.00 that was spent for the decorations to be put towards Christmas decorations. Mr. Canada stated their policy is to accept all donations; however, as admirable as it is, does not feel as though Mr. Wool should feel obligated to do this. Mr. Canada asked the Board to make a motion to accept the money or not. No motion was made. Mr. Deschaine stated this does not prevent Mr. Wool from making his own personal contribution towards the effort.

Mr. Canada asked Mr. Wool about his representation of the RPC. He stated that, by virtue of both the RPC and the Stratham Planning Board, of which Mr. Wool is also a member, meeting on the same Wednesday each month, there is a constant conflict in Mr. Wool's ability to attend. Mr. Wool agreed. Mr. Wool stated if Alternate Lissa Ham is able to attend more meetings than him, he has no problem with switching roles with her. The Board agreed to speak with Ms. Ham about this to get her input and then Mr. Wool and Ms. Ham can communicate as far as who can attend the RPC meetings.

Assessing: Town Assessor Andrea Lewy was present to report to the Board on her recommendations for action on an abatement application filed by Lars and Michelle Johansson (please see attached). After review and comment by the Board, Mr. Canada moved to approve Ms. Lewy's recommendation to approve the one abatement as presented. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy then presented one Veteran's Credit request to the Board with her recommendation to approve the request. Mr. Canada moved to approve the Veteran's Credit for Diane Kelly. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy presented a Supplemental Tax Warrant for \$10,667.00 for the Roman Catholic Church for the land on Stoneybrook Lane. This will go into Current Use in 2011. Ms. Lewy stated they are being assessed this money for 2010. Ms. Lewy had misunderstood the Board's order on acceptance of the Current Use application and applied the new rate to the 2010 tax year. In fact, the Board denied the Church's untimely request for 2010, but granted it for the 2011 tax year and forward. She stated it is not necessary to abate from the original tax warrant. Mr. Canada

moved to approve the Supplemental Tax warrant. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Federico left the meeting from 8:35 pm until 8:47 pm.

Police Department: John Sapienza, a long time member of the Fire Department, was present at the meeting and expressed his gratitude to Chief Scippa and the Police Department for their continuing assistance to the Fire Department. He stated without the Police Department's help and participation in fire calls, the Fire Department would not be able to successfully do their job.

Chief John Scippa was present at the meeting and stated that in an effort to stay in compliance with expenditures that will carry over \$500.00, he is looking for the Board's permission to spend the Capital Improvement money that was granted for this year to upgrade five workstations in the Police Department. The total expenditure that was appropriated for this year is \$5,000.00. Based on one of two quotes that Mr. Scippa has received, those five replacements can be made for \$695.00 per unit, which would total \$3,475.00. The associated Microsoft software that would have to go on the machines would be \$249.00 per unit, for a total of \$1,245.00. The grand total would be \$4,720.00. Mr. Scippa stated there may be one more estimate that might come in a bit lower than this amount and he will review that when he receives it. Mr. Copeland moved to allocate up to \$4,720.00 for the upgrade of the five workstations, including software. Mr. Federico seconded the motion, which passed unanimously.

Mr. Scippa stated they would need to put snow tires on five vehicles. The cost to change out the tires, balance them, and re-mount them is \$459.00 per car for a grand total of \$2,295.00. Mr. Scippa stated this item was budgeted appropriately. Mr. Copeland moved to allow the Chief to spend \$2,295.00 for snow tires for five vehicles, to include the mounting and balancing. Mr. Federico seconded the motion, which passed unanimously.

Mr. Scippa stated he would like to have each police officer carrying on their person while they are on duty a "blood stop kit," which they would wear on their belt. Contained within this kit is a quick clot hemostatic product, a pair of gloves, a tourniquet, and a CPR shield. This hemostatic product is widely accepted as the leader in rapid first aid treatment for devastating, heavy-bleeding wounds such as gunshot wounds. This is something that costs \$49.50 per unit and Mr. Scippa feels that this is a small price to pay since it can make the difference between someone living or dying. Mr. Scippa would like 15 units: one for every full-time and part-time officer, and two in reserve. The total cost would be \$742.50, which has been budgeted for. Mr. Canada asked what the shelf life of these units is. Mr. Scippa did not have the answer, but would contact the manufacturer to find out. Mr. Copeland moved to allow Chief Scippa to purchase 15 of these kits at a price not to exceed \$742.50. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated that Mr. Scippa presented two invoices, about \$1,600 total, for police detail work associated with the new pre-emption light installation by the Fire House. It was not in the contract with East Coast Signal that they provide police details. He inquired as to how the Board would like to pay for this. Mr. Deschaine stated there would be one more police detail coming as there is some work left to complete on the pre-emption light. Mr. Federico moved to use the

surplus accumulated in the Police Details Revolving Fund to pay for the traffic details associated with the installation of the pre-emption light at the intersection of Portsmouth Avenue and Winnicutt Road, total to be revised upon final invoice. Mr. Canada seconded the motion, which passed unanimously.

Town Assessor Andrea Lewy returned to the meeting to discuss a personnel matter.

At 9:08 pm, Mr. Canada moved to go into non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 9:40 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the personnel matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

The Chair then reviewed the meetings scheduled for the coming week (no meetings due to Thanksgiving holiday) and reviewed the meetings held this past week.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

Kranthi Kantipudi requested the use of the Municipal Center on December 5, 12 & 19, 2010 for religious gatherings. Beth Gallagher also requested the use of the Municipal Center on December 12th for a birthday party. The two events scheduled for the 12th are at different times of the day. Mr. Canada moved to approve both requests for the 12th. Mr. Copeland seconded the motion, which passed unanimously. The Board also approved the use for Ms. Kantipudi on the 5th and 19th.

Jim Peplinski requested the use of the Municipal Center for a family gathering on February 19, 2011. The request was approved.

Administration: Mr. Deschaine asked the Board about the letter that Town Planner Lincoln Daley prepared in support of COAST for the Census Bureau. Mr. Deschaine will send the letter out. The Board authorized Mr. Deschaine to sign and mail the letter.

Mr. Deschaine distributed the draft of the Cemetery Regulation Amendments. The Board has not reviewed the draft yet. If the Board has any questions, they will set up a meeting with Cemetery Committee Chair Bob Cushman.

Mr. Deschaine mentioned an opportunity to apply for an EPA Clean Diesel Grant. He stated if the Town bought a replacement truck or refurbished one of the diesel trucks we currently have, this grant might be a source of funding. The deadline for the grant application is early January. The group agreed to table this matter for further discussion next week.

Mr. Deschaine distributed the Capital Improvement Plan (CIP) requests from the department heads. The Board will review the requests and discuss this matter further next week.

Mr. Deschaine stated the Local Government Center (LGC) has submitted updates to the Town's Flexible Benefits Plan in order to bring it into conformity with the new federal health care regulation. Mr. Deschaine has not reviewed all of it, but it is his understanding that it does not really affect the Town's plan that much because the Town's plan is only a tax-sheltering plan to cover the contribution to the health insurance on a pre-tax basis. This item does require the Board's signature. The Board agreed to review it and discuss in more detail at a later date.

Mr. Deschaine stated the Nationwide Deferred Compensation Plan presentation to Town employees last week went very well. As a result of this, an individual expressed an interest in a plan called the "Pro Account Program". Nationwide does provide this "Pro Account Program" where basically for a fee you get professional advice based on some criteria that you provide them. In order to allow the individuals that have requested this "Pro Account Program," there is another agreement where the Town, as the program sponsor, has to sign. Mr. Copeland moved to authorize the Chair to sign the document. Mr. Federico seconded the motion, which passed unanimously.

The group discussed the Request for Proposal (RFP) that Mr. Canada drafted to have the oil removed from the underground tank at the Municipal Center. Mr. Deschaine requested clarification on the RFP where it states, "other proposals will be considered." Mr. Canada stated that basically this means the Town is open to any ideas someone may offer on how to get the oil out of the tank. The objective is to remove the oil. Mr. Deschaine will edit the RFP and check the number of gallons for accuracy and will send that out to all major oil dealers.

Mr. Deschaine asked if any additional signage in the Municipal Center was needed. Mr. Canada requested a sign printed on card stock, as opposed to regular paper, for the Supervisors of the Checklist for whenever they are in session. The Board agreed they would like a permanent sign for their conference room that says "Selectmen." Mr. Deschaine will obtain both signs.

The group discussed the preliminary report on the building assessment for energy efficiency measures. Mr. Deschaine stated he relayed the comments from Dan Crow and Mike Keene on the preliminary findings of the energy audit at the Fire House to the auditor. This would give the auditor a greater appreciation of the considerations that were made when the Fire House was built. The auditor's preliminary recommendation was to select the firehouse as the one building to be analyzed for possible energy savings measures Mr. Deschaine has not heard anything back as of this date.

Mr. Canada asked about the status of the RFP for IT work at the Town. Mr. Deschaine stated it is progressing.

Mr. Canada mentioned the Reiss property being a possible extension for the cemetery. Everyone agrees it is a good geographical fit, but the question is if the soil is suitable. If it is suitable then we could start the negotiation process. Mr. Canada obtained a quote from Rockingham County Conservation District (RCCD) to analyze the site. Mr. Canada met with Cemetery Committee Chair Bob Cushman yesterday and he is on board with this plan. The question is how much it would cost to lower the water table a little bit and how much it would need to be lowered. The proposal from the RCCD is for \$2,600.00, of which \$600.00 is for the use of an excavator. Mr.

Canada stated the \$600.00 would not be necessary if the Town's Highway Department did the excavating portion. The proposal also includes \$340.00 for an engineer to attend one meeting, if needed. This money would come from the cemetery funds. Mr. Canada moved to spend up to \$2,000.00 (leaving the \$340.00 in for the engineer meeting attendance) to have the RCCD analyze the Reiss property for suitability for cemetery expansion, and to also have the Chair sign the proposal from RCCD. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada stated he met today with Fire Department Truck Steward Charlie Browne and Kevin O'Brien, who is a Mack dealer in Portsmouth, regarding the fire tanker truck. Mr. O'Brien reviewed the chassis and will provide a written report on his findings regarding the condition shortly.

At 10:25 pm, Mr. Canada moved to go into non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 10:46 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the personnel matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

At 10:46 pm, Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator