

MINUTES OF THE APRIL 11, 2011 BOARD OF SELECTMEN'S MEETING

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

At 7:11 pm, Mr. Copeland moved to go into non-public session to discuss a personnel matter. Mr. Federico seconded the motion, which passed unanimously.

At 7:35 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the matters discussed. Mr. Federico seconded the motion, which passed unanimously.

At 7:40 pm, the Chair opened the general meeting of the Board of Selectmen. Selectman Bruno Federico had to leave for a short time and will return later.

TREASURER'S REPORT: Kevin Peck reported that he had \$2,020,926.37 in the general checking account.

DEPARTMENT REPORTS:

Fire Department: Fire Chief Rob Cook and Asst. Chief Matt Larrabee were present at the meeting to discuss their Department's activities. Mr. Canada asked for an update on the dispatching through Rockingham County. Mr. Cook said it was a bit rocky for a while, but has been pretty good for the last week and a half. The main issue is that the Rye Tower is down a lot so tones are not being received. Mr. Canada stated that things would be moving along on getting equipment on Stratham Hill and that would make a big difference.

Mr. Canada stated that he received a complaint from a resident stating it had taken a half an hour to get an ambulance to service his mother and it ended up being an Exeter ambulance. Mr. Cook stated he looked at all the records and they have only missed two calls this year. On this particular call, Stratham had an EMT on scene within 7 minutes of the call. There was not a second EMT available to qualify the ambulance per the State requirement, so they requested Exeter ambulance. By the time they were on scene and got to the hospital, it was a 26-minute time frame. Mr. Cook stated he does not feel there is an issue at all. Mr. Cook stated that last year they asked for mutual aid assistance approximately 33 times and provided mutual aid assistance approximately 35 times.

Mr. Canada stated a resident spoke with him about trying to reach the Fire Department and the voice mailbox was full. Mr. Cook has since corrected that and does check the voice mail often. He stated they would check the second line in the radio room as well.

The group then discussed appointing a Fair Committee. Mr. Canada explained that the Fire Department needed to present names to the Board of Selectmen since it is an official Town committee. Mr. Cook reported that it will be the same as last year and nominated: Chairman Stan Walker, Francisco Marin, John Cushing, Vicky Avery, and Rob Cook. Mr. Canada moved to accept Mr. Cook's nominations and appoint this group to the 2011 Fair Committee. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Cook reported that the equipment has been running well. They are using a spare set of Jaws of Life, and are looking to replace that.

Mr. Copeland stated that once SOP's are completed, a copy of them needs to go to Town Hall so a copy is kept on record. Mr. Cook stated they are actively working on those and would forward them to the Board as they are developed.

Highway Department: Foreman Al Williams was present at the meeting to discuss his Department's activities. Agent Fred Hutton is back on limited duty. He stated that regarding the marks on the roadway on Butterfield Lane, those marks were made by a skidder used for some logging operation. Unfortunately, they are not deep enough to be patched. Mr. Williams stated he does not know who the logger was, but can certainly dig deeper to find out. Police Chief John Scippa was present at the meeting and stated that any properly registered piece of equipment can lawfully be on the street and operate, but they are liable for any damage they cause to that road. Mr. Williams will file an official accident report with the Police Department tomorrow.

Mr. Williams stated that since Mr. Hutton has been out, he has been flooded with calls from residents looking for burn permits. Mr. Hutton is also a fire warden and is known by residents to be accessible when they need a permit. The Fire Department will work with Mr. Williams to figure out how they want to handle this.

Mr. Williams reported that all of the trucks have been inspected. The one-ton truck that just had the transmission rebuilt came apart again last week. This will not be any additional cost to the Town, but the Town is down that truck and this is the time of year when it is greatly needed.

Mr. Copeland publicly commended Mr. Williams for all of the great work he has been doing to keep everything going.

At 8:08 pm, Mr. Federico returned to the meeting.

Mr. Copeland inquired as to hiring seasonal help, but Mr. Williams has not heard anything on that. He will talk with Mr. Hutton about that in the near future.

Mr. Copeland commented that the aprons on Raeder Drive, where the driveway meets the roadway, are all cracked. It looks like it might have been caused by some settling. Mr. Williams stated that this is one of the worst years we have had for frost heaves in the roads. He stated he would take a look at those.

Mr. Williams stated it was brought to his attention that approximately 100 feet of the chain link fencing on Jack Rabbit Lane was damaged by Town snowplows. He will make an attempt to straighten it out and repair it as best as he can.

Mr. Canada informed Mr. Williams that they received a complaint from a resident on Smith Farm Road. The complaint was that at 3:00 am, a plow truck came down the road, found a car parked on the side of the road, and instead of calling in to have it towed, the driver blasted the air

horn a couple dozen times before proceeding down the road. A few minutes later, the driver returned and did the same thing except he stayed longer and blasted the air horn more than the first time. Mr. Canada stated the Board discussed this and found this to be an unacceptable practice. Mr. Williams stated that since he has worked for the Town, the procedure has always been to use a 10:00 pm cut-off time. Mr. Scippa stated he would get the Highway Department the cell phone numbers to the patrol cars. It was agreed that the police would keep an eye out for violators and issue warnings starting in November. The Board reiterated that the blowing of horns to summons parking violators was unacceptable. Highway Department personnel will contact the police regarding parking violations in the future.

Mr. Canada inquired as to the status of putting up cross street signs at major intersections, which was mentioned at an earlier meeting with Mr. Hutton. Mr. Williams had no knowledge of this.

Mr. Federico asked if they have started working the sides of the roads. Mr. Williams reported they have been out straightening delineators, signs, etc. They have ordered a few signs.

Mr. Deschaine announced that Mr. Williams had celebrated his 10-year anniversary with the Town in January. The Board extended their congratulations and thanked him for his service.

Mr. Williams reported on the ongoing issue with beavers at the Union Road culvert. He stated there is a flat grate that is put in front of the pipe. It is becoming a daily task to go and remove the damming operations of the beavers from the grate. He stated he has a truck grate at the shop he would like to configure into a "V" shaped grate. He will work with that and see if it will fix the problem. Mr. Deschaine will forward Mr. Williams some materials he has about different configurations to discourage beaver damming. Mr. Williams stated that if this grate theory does not work, then he would like to pursue hiring a trapper. He will keep the Board advised.

Mr. Canada stated that the Town had planned on putting up a plaque at both the Fire and Police Departments identifying those involved with the buildings of those buildings. He asked if there was any reason not to proceed with all due course on the plaques. Mr. Deschaine stated that the Police Department plaque has been formatted. The problem with the Fire Department plaque is there were some questions as to the original makeup of the Building Committee. Mr. Deschaine will report back to the Board on May 16, 2011 on the progression.

Police Department: Police Chief John Scippa was present at the meeting to discuss his Department's activities.

Mr. Canada read an email from an Inspector from the Newburyport Police Department. In the email, he stated that as a result of Chief Scippa's assistance on a matter, he was able to get an arrest warrant for a bank robbery suspect. He also mentioned how lucky the Town was to have a leader such as Chief Scippa. The Board thanked the Chief for representing the Town so well and for doing such a great job.

Mr. Scippa stated that regarding the purchase of the new police cruiser, he did request a check to be made out to the dealership. That should be forthcoming. He also stated that it was previously agreed that \$2,000 would be allocated to cover the cost of outfitting the new cruiser with radio,

lights, and siren. He stated it was underfunded and will need an additional \$2,000. This is a new build and there were very few things that could be brought in from the old car. The work is being done by Adamson Industries out of Haverhill, MA. Mr. Scippa is confident that this is the best value. Mr. Copeland moved to allow the Chief to expend an additional \$2,000 from the Detail Fund for the new equipment for the new police cruiser. Mr. Federico seconded the motion, which passed unanimously.

Mr. Scippa stated he had previously asked to have the front ball joints repaired in Sgt. Call's vehicle. He originally thought the cost might be around \$500.00; however, the cost was only \$299.00. However, Sgt. Pierce's unmarked car needed new plugs, plug boots, ignition coils, and spark plugs. At the time, it was not believed the repair would be over \$500.00; however, it came out to \$524.00. He just wanted to make the Board aware.

Mr. Scippa stated he was notified by the NH State Liquor Commission that Marco's Pizza has applied for a liquor license under the provisions of NH RSA 178:20. Mr. Scippa stated there is no reason to take any action on this; he just wanted to bring it to the Board's attention. Mr. Scippa will bring it to the Liquor Commission's attention that they may want to review the seating capacity.

Mr. Scippa stated there are two options available with regard to dealing with property that the Town no longer uses. There is a State of NH surplus property auction that occurs every year. The other option is using www.propertyroom.com, which was discussed at a previous meeting. Mr. Scippa did meet with them to discuss the different programs they offer and presented the Board with a contract. Mr. Copeland moved to allow Mr. Scippa to use www.propertyroom.com. Mr. Federico seconded the motion, which passed unanimously.

Mr. Scippa stated that after working tirelessly, he wanted to recognize Officer Mike Gobbi for his efforts in establishing a very clear inventory of equipment that the Police Department has. Officer Gobbi compiled a very comprehensive list of every single weapon that the Police Association may have either purchased or provided money for. He worked closely with the Association to allow him to provide a letter to the Town so that the Town could take the appropriate steps under State law to formally accept this property as donated property. The total is \$38,155. Mr. Deschaine will work with Mr. Scippa on a public hearing.

Mr. Scippa stated that Officer Danielle Normand graduated from the NH Police Academy last Friday. The Board expressed their congratulations. This will put the Police Department at full staff.

NEW BUSINESS: The Stratham Memorial School requested to close part of Gifford Farm Road for their annual Wellness Walk on May 18, 2011 from 1:30-2:30 pm. Mr. Scippa stated that the teachers are working very closely with Officer Oliveira. He stated the school takes great steps in giving everyone in the neighborhood a heads up as far as the road being temporarily shut down. There will be cruisers and uniformed officers to assist. Mr. Canada moved to approve shutting down Gifford Farm Road on May 18th between 1:30 and 2:30 pm. Mr. Copeland seconded the motion, which passed unanimously.

SECRETARY'S REPORT: Mr. Canada moved to accept the amended minutes for 3/21/11 and 3/28/11. Mr. Copeland seconded the motion, which passed unanimously.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

Catherine Sherman from York Schools requested the use of the Park on June 16, 2011 for a student lunch. Mr. Canada moved to allow the use and to waive the fee. Mr. Copeland seconded the motion, which passed unanimously.

Oyster River Schools requested the use of the Park on May 4 & 12, 2011 for a student picnic. The Board agreed to approve the uses and to waive the fees.

Sandra Janowski requested the use of the Park on June 25, 2011 for a high school graduation party. The request was approved.

Jenn Danks requested the use of the Park on August 6, 2011 for the 2nd Annual Alexis Dream Fund Motorcycle Poker Run and cookout. The request was approved.

Jenn Danks requested the use of the Park on August 7, 2011 as a rain date for the 2nd Annual Alexis Dream Fund Motorcycle Poker Run and cookout. Mr. Canada moved to deny the request. Mr. Copeland seconded the motion, which passed unanimously.

Tiffany Randall requested the use of the Park on June 26, 2011 for a birthday party. The request was approved.

Leo Gagnon requested the use of the Park on September 4, 2011 for a family reunion. The request was approved.

Cathy Minch requested the use of the Park on August 13, 2011 for a birthday party. The request was approved.

Jerry Ross requested the use of the Park on June 19, 2011 for a graduation party. The request was approved.

David Goodman requested the use of an additional pavilion at the Park the weekend of May 13, 14 & 15, 2011 for a Boy Scout Camporee (original request approved). He also requested the use of the covered stage area on May 14th. The Board agreed to approve the request.

Administration: Mr. Deschaine presented the manifest for the Board's signature, and also the archival warrant from the Town Clerk for signature.

The group discussed the details of the proposed lease for the Foss property. Mr. Canada stated that the Walsh agency was a good selection for the Town and did a great job.

The group discussed various proposals for repairs that need to be done at the Park Ranger residence and the Gifford House at the Park. Mr. Canada suggested holding off until Parks & Recreation Director Seth Hickey is present at the meeting since he knows the budget and could provide valuable input. Mr. Canada reported on the results of the squirrel extermination from the Park Ranger residence and the Gifford House. Mesh was installed over the holes at the Park Ranger residence. Traps were installed at the Gifford House and they have trapped two squirrels. However, where the electrical service comes into the house, Unitil needs to wrap wires before the exterminator can put a ladder up there to set an additional trap. Once that is done, they will install a one-way door and a trap in that area.

Park Ranger Kim Woods has offered to sell her stove (\$300.00) and refrigerator (\$50.00) from the Ranger residence to the Town. Mr. Copeland moved to purchase the stove and refrigerator for a total of \$350.00. Mr. Canada seconded the motion, which passed unanimously.

Mr. Canada stated that regarding the Foss property, the current resident has an obligation to leave the residence broom-swept clean. The group agreed that if it were necessary, Town employees would be used to clean the residence. Mr. Canada will notify Highway Foreman Al Williams of same.

At 9:58 pm, Mr. Canada moved to go into non-public session to discuss contract negotiations and a matter that may affect the reputation of another, not a member of the Board. Mr. Copeland seconded the motion, which passed unanimously.

At 10:44 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada stated that Accounting Supervisor Valerie Kemp has proposed a petty cash fund. Mr. Canada moved to authorize the establishment of a \$200 petty cash fund. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Copeland moved to dissolve the Stevens Park Ad-Hoc Advisory Commission since their services are no longer needed, and thank them for their services rendered. Mr. Canada seconded the motion, which passed unanimously.

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

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator