

MINUTES OF THE AUGUST 29, 2011 BOARD OF SELECTMEN'S MEETING

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

At 7:35 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$4,359,722.38 in the general checking account.

OLD BUSINESS: Marc Ericson from the Working Dog Foundation was present at the meeting to update the Board on the logistics for their event at Stratham Hill Park on September 25th. He stated their Board did have a meeting at the Park and mapped out different routes for the walk-a-thon. He stated that on September 19th, several police officers would like to go to the Park to familiarize the dogs with the property. Chief Scippa has no problem with the officers meeting there on the 19th. They have also made arrangements for traffic control. Mr. Ericson stated he spoke with Kelly Dold from EMS services and she does not feel a pressing need for ambulance services given the number of police officers that will be on the property that night. The Board thanked Mr. Ericson for his time and updating the Board.

NEW BUSINESS: Ryan Kelly was present at the meeting to report on his Eagle Scout service project at Stevens Park and request a building permit for said project. He presented the Board with the designs for a kick wall that he will be building at Stevens Park. This kick wall will be an 8' high by 24' wide double-sided wooden wall and is used for people to kick or throw balls against it. He stated he estimates the entire project will cost approximately \$700. The Stratham Soccer Board has donated half of that money and he has a list of companies that may be interesting in contributing the other half. Mr. Copeland moved to allow Mr. Kelly to construct the kick wall at Stevens Park, costs to be incurred through seeking donations from area businesses and through Stratham Soccer Board. The motion also includes granting Mr. Kelly a building permit for said wall with no fee. Mr. Federico seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

Town Clerk/Tax Collector: Town Clerk Joyce Charbonneau was present at the meeting to update the Board on civil forfeitures. She stated there were about 150 letters that were sent out in the mail. She stated she made copies of the letters for the Police Chief so the officers can actually go to the house with the letter on the 21 dogs that are still outstanding. The deadline is August 31st and she will generate a new list on the 31st. Mr. Canada moved to initially issue a summons to the dog owner and if that is unsuccessful, then seize the dog. Mr. Copeland seconded the motion, which passed unanimously. Ms. Charbonneau reported that she has received a hardship request, but the Board agreed to stand by the motion.

Ms. Charbonneau stated that regarding the new tax kiosk, her recommendation is the viewing only option through Avitar and then once some outstanding questions are answered satisfactorily, move forward with ACH payments for property taxes. Ms. Charbonneau went

through what it would look like to make a payment through the Avitar software with the Board. She stated just the viewing option is \$300 for the rest of this year and \$600 per year thereafter. Mr. Copeland moved to proceed with Ms. Charbonneau's project at a cost of \$600 per year. Mr. Federico seconded the motion, which passed unanimously.

Police Department: Chief Scippa was present at the meeting to discuss the recent Seacoast Emergency Response Team (SERT) activation that occurred in Town in response to a suicidal male subject. He stated the team was very effective and the incident was resolved without anyone getting injured. The person arrested was Lloyd Jensen from High Street in Stratham. Mr. Scippa stated the costs involved in an event like this would be much more than the \$2,500 annual dues that are paid to be a member of the team. There were approximately 35 officers that responded to the call. The Board commended them on a job well done.

Mr. Scippa stated the newly hired Police Officer, Lauren Andrews, would be starting within the next couple of days. She was sworn in by the Town Clerk, but will be more formally sworn in with the Board on September 12th.

SECRETARY'S REPORT: Mr. Federico moved to accept the amended minutes for 08/22/11. Mr. Canada seconded the motion, which passed unanimously.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week 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:

Paul Kelly requested the use of the Firehouse on September 8th, October 13th, and November 10th, 2011 for Troop 185 meetings. Mr. Copeland moved to allow the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Wendy Corcoran requested the use of the Park on September 7th for a COEH staff meeting. The request was approved.

Dileep Kolli requested the use of the Municipal Center on September 18th and September 25th, 2011 for a cultural event. The requests were approved.

Amanda Morecroft requested the use of the Park on October 1, 2011 for a baby shower. The request was approved.

ADMINISTRATION:

Mr. Deschaine presented the MS-1 approval paperwork to the Board for their signatures.

Mr. Deschaine stated that throughout the day there were various inquiries from people who still did not have power due to the tropical storm this past Sunday. He stated that as of 5:00 pm

today, there were still 213 customers without power in Stratham. Unutil is still actively working on getting power restored.

Mr. Deschaine stated he is still working on the Fair Trust Fund account establishment. There is a meeting scheduled for tomorrow to discuss this matter.

Mr. Deschaine presented the draft Request for Proposal (RFP) for Town alarm monitoring, along with an outline of all the different alarms in each building to the Board for their review. Mr. Canada moved to authorize Mr. Deschaine to send out the RFP. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated that regarding the status of the Employee Manual, he is not yet prepared to release it to the Board due to some amendments that were made to the document from Town counsel. He stated he will send it out via email to the Board tomorrow for their review and the Board will discuss it further on September 12th.

Mr. Deschaine stated he met with a surveyor regarding the Doe Run Lane paper street matter. The surveyor provided a total cost of the work between \$3,500 and \$4,000, which is for both the easements and the lot line change. The cost would be the same regardless if they did just one of the two. After some discussion, the Board agreed that they are good with it based on the latest information, and decided not to contribute to the costs involved since the property owners have to pay that money anyway. Mr. Deschaine will relay the Board's decision to the property owners.

OLD BUSINESS CONTINUED:

Regarding the RFP for the underground storage tank removal, Mr. Deschaine stated that MB Maintenance would be forwarding references and certificates of insurance to him tomorrow. Mr. Copeland moved to allow Mr. Deschaine to sign the contract with MB Maintenance, providing there are no problems after Mr. Deschaine's review of their references. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada informed the group that, if there were no objections from the Board, he would be contacting the County Forester to evaluate whether it is necessary to possibly thin out some trees at Stratham Hill Park.

The Board continued a discussion on hot water at Town Hall. It was agreed that Mr. Canada would order an "On Demand" heater as a trial. This heater would be used for the employee break room and the kitchen.

Mr. Deschaine stated that he had been unable to connect directly with the electrician regarding installation of a "Panic" button at the Executive Assistant's workstation, but that in an email he had indicated that it would not be difficult.

At 9:24 pm, Mr. Canada moved to go into non-public session to discuss a matter that could affect the reputation of another that is not a member of the Board. Mr. Copeland seconded the motion, which passed unanimously.

At 9:35 pm, Mr. Federico 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.

At 9:36 pm, Mr. Federico moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

There will be no meeting on September 5, 2011 due to the Labor Day holiday.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator