

MINUTES OF THE SEPTEMBER 12, 2011 BOARD OF SELECTMEN'S MEETING

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

At 7:01 pm, Mr. Canada opened the meeting and then moved to go into non-public session with Town Clerk/Tax Collector Joyce Charbonneau to discuss a personnel issue. Mr. Copeland seconded the motion, which passed unanimously.

At 7:30 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 7:31 pm, the Chair opened the general meeting of the Board of Selectmen with the swearing in of new police officer, Lauren Andrews. Mr. Copeland did the honors.

TREASURER'S REPORT: Kevin Peck reported that he had \$4,267,832.36 in the general checking account.

DEPARTMENT REPORTS:

Fire Department: Chief Rob Cook was present at the meeting to inform the Board that they are in the running for a \$10,000 grant through Liberty Mutual. He stated they are in second place right now, but in this category, the top two vote getters will each get the \$10,000. It has been posted on the Town website and Fire Department website. Votes are tallied by taking a short quiz on <http://www.befiresmart.com/stratham-vol-fire-dept>.

Mr. Cook stated the tanker failed a pump test due to a vacuum leak. The tanker will be sent out to Tamworth to have them look into what the problem is and will be out of service for several days. He stated he would like to put in for a new tanker for next year.

Mr. Canada pointed out there was a small ceremony for the 9/11 anniversary yesterday and it was very nice.

The group discussed the landscaping at the Fire Department and agreed that it needs improvement. Mr. Canada stated it is Mr. Cook's responsibility to identify any landscaping needs and to inform Highway Agent Fred Hutton of same. Mr. Federico also pointed out that the outside light between the ambulance bays is out. Mr. Cook will meet with Mr. Hutton tomorrow.

Mr. Copeland reminded Mr. Cook that any purchase over \$500 has to become before the Board. He noted that back in July, there was an invoice for \$2,462 for four gas meters and new sensors. Mr. Cook will come to the Board in the future with such expenses. He also informed the Board that they just had the fire pump serviced for \$540 from Seacoast Truck.

Mr. Deschaine explained that they need a nomination for the Fair Committee Chair in writing to the Board. The Board will then appoint that person and then the Chair would select the rest of

the Committee, which would then have to be appointed by the Board as well. Mr. Cook stated it is the same group as last year, but will put a list together and get that to Mr. Deschaine.

NEW BUSINESS: Resident Jamie Marsh and Atty. Scott Hogan were present at the meeting to discuss the possible acquisition of part of the Scamman Road right of way. Mr. Hogan stated the existing cul-de-sac road on Scamman Road was going to be opened up to be a through road to a new subdivision. They would like for the drainage swale between the edge of the road and the Marsh's property to become parallel to the new road, which is straight, and not along a curved radius like it currently exists as a cul-de-sac. They would like a lot line adjustment, which would give them a straight, rather than curved boundary line and ownership of the swale area. Mr. Hogan stated the last time they were in front of the Planning Board, the developer stated that instead of starting the stonewall within a couple feet of the driveway, the proposal now is to push that stone wall about 20 feet up past the Marsh's driveway. The developer's concern right now is he does not want to re-grade this swale because he has concerns that there will be drainage issues in the future. The Highway Department agrees with leaving the swale alone since, without proper engineering, alterations could cause drainage issues for the Marshes. One suggestion was if the land is transferred to the property owner, then the property owners take responsibility for altering the swale at their own cost. The Board stated they would not be making a decision on this tonight since it is unclear if the Board has the authority, or if this has to go to Town Meeting. All Board members stated they would support this and Mr. Deschaine will look into this with an LGC attorney as far as how to proceed from here.

OLD BUSINESS:

The Board then opened the sealed bids for providing alarm monitoring to the Town. Central Signal Corporation proposed a fixed starting cost of \$3,200 per year, noting all programming conversion costs are included, with a maintenance rate of \$104 per hour. Years two through five would be billed annually at \$2,400 per year to be paid in advance. American Security Alarm proposed a fixed starting cost of \$1,656 per year, with a maintenance rate of \$65 per hour. Years two through five would be billed at the national CPI for September each year, fixed rate times "x" percent. Pulsar Fire and Burglar Systems proposed a fixed starting cost of \$2,160 per year, with a maintenance rate of \$75 per hour. The price for years two through five would be the same at \$2,160 per year, and a \$288 discount per year if they also provide annual fire tests. All Point Systems/Seacoast Security proposed a fixed starting cost of \$2,160 per year, with a maintenance rate of \$80 per hour, both fixed for five years. The Board agreed to have Mr. Deschaine look at this to confirm the bids meet the bid requirements. They will announce their decision on September 26th.

DEPARTMENT REPORTS CONTINUED:

Police Department: Chief John Scippa was present at the meeting to discuss his Department's activities. He presented a quote from Sullivan Tire to put snow tires on all the police vehicles. The total cost for seven vehicles, four tires for each unit, would be \$3,215. The Board requested Mr. Scippa get a second quote from Graham Tire as well. Mr. Canada moved to authorize Mr. Scippa to spend up to \$3,215 to outfit seven vehicles with new snow tires. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Scippa stated the Stratham Police Department was listed on the State's abandoned property list. He stated he sent a request in and received notice of a \$30 check from Progressive Northern Insurance. He will fill out the claim form so we can deposit the money.

Mr. Scippa presented proposed amendments to the existing parking regulation ordinance and the group discussed those amendments at length. Mr. Scippa will also forward a draft of the amended winter parking ban/snow removal ordinance to Mr. Deschaine for his review and the group will discuss that ordinance at the meeting on September 19th. The group agreed to have Mr. Scippa get pricing to have new tickets printed up with new language in them. Mr. Copeland moved to accept the new parking regulations as amended and move forward to a public hearing. Mr. Canada seconded the motion, which passed unanimously. Mr. Deschaine will schedule a public hearing for October 17th.

Mr. Scippa stated that he forwarded the Memo of Understanding (MOU) with the State Police for the continued use of Stratham Hill to Mr. Deschaine and the Board. There were a couple of questions about the MOU that were forwarded to State Police, but they have not heard anything back as of this time.

The group discussed the fact that the Town pays Greenland police officers more money than the Stratham police officers when they are working details in Stratham. Mr. Scippa pointed out that oftentimes the agency is mandated contractually to pay that rate for a detail. No further action was taken at this time.

Mr. Scippa stated that they would produce laminated cards for all of the Highway vehicles with his cell phone and the cell phone numbers to the two police cars, and the direct phone number to Rockingham Dispatch. If Highway needs the police, they can call the car directly.

Mr. Scippa stated the cars that were sold on propertyroom.com were supposed to be picked up today, but is not sure if they were or not.

Mr. Scippa stated that regarding the damage to Butterfield Lane, at this point, it would be in the best interest of the Town to file a small claim. The driver was last known to be in the Wolfeboro area. Numerous attempts were made to contact him with no luck.

Highway Department: Agent Fred Hutton was present at the meeting to update the Board on his Department's activities. He stated that regarding the energy audit at the Highway garage, it was found that in order to tighten the building up any more, spray foam insulation would be needed. He stated he has not priced it out yet, but will look into it and report back.

Mr. Hutton stated that the power vents have been repaired and the State will be by at some point to inspect the CO monitors.

The group discussed the possibility of installing new lights in the bays. The lights cannot be turned on and off because it costs more money to start them up each time than it does to just leave them on. Mr. Hutton will contact Bob McAlpine to look into replacing the lights and

report back to the Board next month. Mr. McAlpine is building manager for the Stratham Memorial School and has overseen a similar light replacement project at the school.

Mr. Hutton stated there is just one truck left to get a sticker this month. He stated that all the trucks would be up to par as soon as they are inspected.

Mr. Copeland asked if it is possible to black top over something if it is only nine or ten years old and structurally there is nothing wrong with it. Mr. Hutton stated it depends on the asphalt and how dry it is. It is possible to put an inch or two over the top, but it may not stick. Mr. Copeland asked about seal coating and painting the lines at Stratham Hill Park and how long it would last. Mr. Hutton stated seal coat would only last about a year.

Mr. Deschaine will speak with Town Custodian Charlie Browne about going to the Highway building with Highway employee Russell Stevens once a week to clean the bathrooms.

The group then discussed reconstruction plans on Stratham Heights Road that were recommended by a resident. There were a few good suggestions, but some are not practical from a cost perspective.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

Lisa Collins requested the use of the Park on September 24, 2011 for a birthday party. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Paul Kelly requested the use of the Park for the Troop 185 Annual Car Show on October 2, 2011. Mr. Copeland moved to approve the use and to waive the fee, also to pay \$50 to the Fire Department for the use of the propane, pay for the pumping of the septic system after the event, and clean the facilities including grills. Mr. Federico seconded the motion, which passed unanimously.

Dwain Sargent requested the use of the Park on October 15, 2011 for a Cub Scout Model Rocket Launch. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Mary Petroski requested the use of the Firehouse on October 8, 2011 for a birthday party. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Danielle Winters requested the use of the Park on September 17, 2011 for a birthday party. The request was approved.

Ronald Roberts requested the use of the Park on October 16, 2011 for a family reunion. The request was approved.

Ashley Thompson requested the use of the Municipal Center on October 1, 2011 for a baby shower. The request was approved.

Crystal Spaulding requested the use of the Park on October 16, 2011 for a birthday party. The request was approved.

Wayne Silva requested the use of the Park on September 24, 2011 for a birthday party. The request was approved.

John Webb requested the use of the Park on September 24, 2011 for a Marine officer cookout. The request was approved.

Joseph Prieto requested the use of the Park on September 16, 2011 for a company cookout. The request was approved.

SECRETARY'S REPORT: Mr. Federico moved to accept the amended minutes for 08/29/11. Mr. Copeland seconded the motion, which passed unanimously.

DEPARTMENT REPORTS CONTINUED:

Parks & Recreation: Director Seth Hickey was present at the meeting to update the Board on his Department's activities. He stated he would like to have Hillside Landscaping do a re-seeding of both the baseball and softball fields at Stevens Park. The softball field would cost \$460 and the Babe Ruth Field would be \$1125. Mr. Canada moved to authorize Mr. Hickey to spend a total of \$1585 on re-seeding the fields at Stevens Park. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey reported that things are well at Stratham Hill Park and informed the Board of some upcoming events being held there. He stated that he would like to meet with contractors regarding how to best handle the paving of the main parking lot. He stated he would present quotes to the Budget Committee when the time comes.

Mr. Hickey stated that there are some repairs that are needed to the irrigation system at the Municipal Center softball field. He stated he would like to replace all of the heads and nozzles, install a new booster pump, and add two new zones this fall. Mr. Federico moved to allow Mr. Hickey to spend \$2,395 to have Hillside Landscaping do the necessary field repairs at the Municipal Center softball field. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey stated that he has reconsidered his request to attend a conference this November in Atlanta. He stated he would like to spend more of his time learning about field maintenance and would like to attend a conference in Rhode Island geared towards that in January. Mr. Hickey will bring more details on the conference to the Board when they are available.

Mr. Hickey presented a report to the Board on enrollment numbers for fall activities.

Mr. Hickey stated that regarding the painting of the fire tower, the price was reduced by \$400 for not having to do the roof. The work will be done next month. Mr. Hickey will coordinate the work so it does not interfere with upcoming races at the Park.

Mr. Canada will inquire with Dan Crow as to the status of the repairs to the Eastman bench.

Mr. Deschaine inquired as to the State sanitary survey that was conducted at Stratham Hill Park. There were a couple of issues, specifically yard hydrants that Park Ranger Kim Woods is currently working on. The plan is to extend the water line down towards the ice rink. Mr. Deschaine pointed out that that will need Department of Environmental Services approval since it is an addition to a public water supply.

The group discussed the landscaping situation at the Fire Department. It was suggested to have inmates from Rockingham County to do the work since they worked out so well doing the work at the Police Department.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

ADMINISTRATION:

The group viewed and discussed some sample work from an artist that will be doing the Library wall mural within the next week or two. The Board agreed that there are too many animals in the mural and it should be more apropos of a Library. Mr. Deschaine will convey the Board's thoughts to Library Director Lesley Kimball.

Mr. Deschaine mentioned a Library fundraiser with Wings Your Way that is currently posted on the Library's website page. Mr. Canada expressed a concern that it is becoming more prevalent that for a very modest contribution, businesses are getting a lot of advertising on the Town's website. The Board agreed that it should be monitored and controlled. Mr. Deschaine will convey the Board's thoughts to Ms. Kimball.

Mr. Deschaine updated the Board on the status of posting ordinances on the Town website. He stated the project is coming along nicely and will update the Board again on October 3rd.

Mr. Deschaine stated that there have been a couple meetings last week regarding water/sewer services for the commercial district. He stated there is a meeting scheduled tomorrow to discuss the next steps. The Rockingham Planning Commission is conducting a study and once the results come out, they will discuss this further.

Mr. Deschaine stated that regarding the automated telephone answering service at the Town Offices, the telephone vendors were here today to start the programming process. This should be implemented the week of September 26th.

Mr. Deschaine stated that the establishment of the Fair Trust Fund account is still ongoing at this time. He will follow up on this matter and update the Board on September 26th.

Mr. Deschaine stated that the integration of the Fair audit with the Town audit is still ongoing. He will follow upon this matter and update the Board on October 3rd.

The group agreed to review the Employee Manual at a meeting on September 28th at 10:00 am.

Mr. Deschaine reported to the Board that he checked the references for MB Maintenance and they were all favorable so an agreement has been signed with them and they will start the work on removing the underground storage tank either the week of October 3rd or October 10th.

Mr. Deschaine stated that the window installation work would be starting this Thursday in Community Room A.

At 11:15 pm, Mr. Federico 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