

MINUTES OF THE OCTOBER 3, 2011 BOARD OF SELECTMEN'S MEETING

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

At 7:30 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$4,096,670.61 in the general checking account.

NEW BUSINESS:

Resident Priscilla Ahern from Stratham Heights Road was present at the meeting to discuss the condition of the road. She stated she has heard that the Town has a large amount of funds set aside for a mall somewhere and asked the Board why those funds cannot be used for repairs to Stratham Heights Road. Mr. Canada stated the Board did not know anything about funds set aside for a mall. He stated that all of the funds are listed in the Town Report if she would like to take a copy. Mr. Canada agreed that the road is in bad shape and it is going to be a three or four year project. He explained the Town sets aside approximately \$175,000 every year in addition to approximately \$120,000 for regular paving. Highway Agent Fred Hutton was present at the meeting and explained the paving plan in place for that road. Ms. Ahern asked about re-paving her driveway and Mr. Hutton explained that whoever she hires to do it should call him to see what will happen in the road so it will match up nicely.

Town Clerk Joyce Charbonneau was present at the meeting to discuss the hiring of the Office Assistant position in her office. The Board instructed Ms. Charbonneau to go through the 180 resumes and put a manageable list of approximately 15-20 applicants together for their review.

Jeff Hyland and John Dold from the 300th Anniversary Committee were present at the meeting to report on the Committee's progress to the Board. Mr. Hyland handed out a summary of everything that has been done so far relating to the proposed Town history chronicles. They interviewed two candidates and ultimately chose Craig Brandon from Keene, NH. He will be writing a synopsis of the History of Stratham by Charles Nelson, written at the time of the Town's sestercentennial, and then picking up the story from Nelson's 1900 conclusion to 2000. Committee member Chelsea Bailey has been working hard putting together an extensive list of volunteers who will be working closely with Mr. Brandon. Mr. Copeland suggested talking with the Journalism Department at UNH and looking into getting an intern to assist on the project. Mr. Hyland reported the whole cost without volunteers is \$40,000 plus expenses estimated at \$5,000 for a two year period, but with volunteers it may be half that. The on demand publishing cost for the books themselves would be between \$4.00 and \$7.00 depending on whether they are soft or hard cover. Mr. Canada stated he is in full support of the project, but it will have to go into next year's budget. Mr. Hyland reported there is \$4,400 in the Committee's 2011 budget, sufficient to get started. The Board agreed that money should not be spent now on a project that depends on future funding. If the funding were not approved, expenditures now would be wasted. The Board stated that because the ultimate cost depended so much on volunteers, they would like to know how many volunteers/hours are signing on for the project before endorsing a warrant article for 2012. The Committee expects to sell the books for approximately \$15.00

each. The Board requested that Mr. Hyland and Mr. Dold attend a Budget Committee meeting in January.

DEPARTMENT REPORTS:

Police Department: Police Chief John Scippa was present at the meeting to discuss the latest draft of the Winter Parking Ban Ordinance. Presently, the snow ban is such that any vehicle parked on a Town road between November 1st and April 30th between 11:00 pm and 7:00 am would be in violation of the snow ban regardless of whether it is snowing or not. The group (including Town resident Bob Goodrich who was present at the meeting) discussed the pros and cons of the ordinance. Mr. Canada moved to adopt for posting and hearing the parking regulations as amended by Mr. Canada and Mr. Scippa. Essentially, the revised ordinance would place a ban in effect anytime snow-clearing operations are in progress. Mr. Copeland seconded the motion. Mr. Canada amended the above motion to include the fine schedule be set at a first offense at \$20, second offense at \$50, and a third offense at \$100. Mr. Copeland accepted that amendment and the motion passed 2-1.

Mr. Scippa updated the Board on the status of an updated Memo of Understanding (MOU) with the State Police regarding the use of the antenna attached to the Fire Tower. Mr. Scippa stated the State has addressed the previous issues that the Town had with the first MOU. Mr. Deschaine stated he noticed that one of the requested changes was not made. Mr. Scippa will get a revised MOU to Mr. Deschaine next week and the Board will review it again on October 17th.

The group discussed the status of the possible changes to the Hawkers and Peddlers ordinance. Mr. Scippa will report back to the Board next month.

Regarding the High Street School Zone, Mr. Scippa will speak with Chief Maloney about putting up a flashing School Zone/change in speed limit sign on the Greenland side.

Highway: Mr. Hutton stated that regarding the beaver problem at the culvert on Union Road, he received the name of someone who traps beavers from the North Hampton Highway Department. Mr. Hutton will work with other towns to see if they can possibly get a group rate. Mr. Canada moved to allow Mr. Hutton to hire an exterminator at a cost of \$250 to set up the traps plus \$50 per beaver. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada moved to authorize Mr. Hutton to buy 250 tons of salt and 100 tons of sand. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hutton stated that regarding the results of the energy audit that was done at the Highway garage, an electrician took a look at the lights and would make a recommendation in the future. He did also receive a price from a spray foam insulation company. This will be brought up again during budget season. Mr. Hutton also talked with Unitil about a possible grant, but they are not offering any grants at this time.

The group discussed a complaint that the Highway Department is not mowing the cemetery correctly. Mr. Hutton stated the rain has made it very difficult. Tim Slager was present at the meeting and stated they have been cutting the grass a bit higher than usual so they do not have to

bag or rake the clippings. He stated they should be cutting it twice a week, but there is not enough time. Mr. Hutton added that he would need to look into a new mower for the cemetery next budget season. The Board advised Mr. Hutton on the appropriate manner of handling complaints.

The Board requested firm quotes for paving Stratham Heights Road in time for the budget meetings. Mr. Deschaine stated he asked Mr. Hutton to get an updated quote from Bell & Flynn to have the Municipal Center parking lot re-done. The group discussed different aspects of the work the Highway Department could contribute in order to lower that quoted price. Mr. Hutton commented that his Department could do a lot of the work, but it would take a lot more time than having Bell & Flynn do the work and manpower may be an issue.

Mr. Hutton stated he needed to buy two tires for the chipper. He does not have a price yet, but it will be more than \$500. He will forward the price from Graham Tire to Mr. Deschaine. Mr. Canada moved to authorize Mr. Hutton to purchase new tires for the chipper at the state bid price. Mr. Federico seconded the motion, which passed unanimously.

The group discussed the pumping of the septic tank at the Gifford House, which has not been done in quite some time. Mr. Canada stated he would work on creating a centralized schedule for all Town-owned properties.

Mr. Hutton reported on the NH Green SnowPro Program seminar that he and Mr. Slager attended last summer. He stated the process involves applying a liquid that helps with the salting of the roads. In order to use this process, the trucks would need to be equipped with pumps, tanks, and sprayers. Mr. Hutton recommended the Town use just salt with no sand. Mr. Copeland agreed to discuss this with the Conservation Commission since they have concerns, and have initiated discussion on the relative amount of salt usage. Mr. Slager offered to attend a meeting of the Commission to explain what he has learned at UNH Technology Center seminars on road treatments.

Parks & Recreation: Director Seth Hickey was present at the meeting to discuss his Department's activities. He stated the re-seeding has been completed at both the baseball field and softball field at Stevens Park. The irrigation systems will be winterized at Stevens Park over the next couple of weeks by Hillside Landscaping. He and Park Ranger Kim Woods will accompany Hillside personnel in order to learn how to properly close the system themselves in future years.

Mr. Hickey stated that cracks are developing on the tennis court surface. He is meeting with a representative of the company, which applied the surface.

Mr. Hickey stated they have been addressing the deficiencies in the water system that were found by the State Department of Environmental Services (DES) at Stratham Hill Park.

Mr. Hickey stated that he would like to replace four grills at Stratham Hill Park at a cost of \$843.32. Mr. Copeland moved to allow Mr. Hickey to spend \$843.32 on the purchase of four grills for Stratham Hill Park, funds to be used from the Stratham Hill Park Revolving account.

Mr. Canada seconded the motion, which passed unanimously. The group agreed to purchase the grills now and have them installed in the spring.

Mr. Hickey distributed a proposal from Bell and Flynn to re-surface the Stratham Hill Park parking lot. He will bring this to the Board's attention again during 2012 budget discussions.

Mr. Hickey updated the Board on various Parks and Recreation issues and activities, and also field maintenance and enrollment numbers. His discussion included proposed improvements to the basketball courts at SMS and refurbishing the softball field behind Town Hall.

Mr. Hickey stated that he is developing a survey for residents using the "Survey Monkey" software license purchased by the Police Department this year.

Mr. Federico inquired about the status of background checks for recreation volunteers. Mr. Hickey replied that talks had been in limbo but that the issue had not gone away.

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:

Geri Denton requested the use of the Firehouse for the Tiger Cubs monthly meetings, 14 dates from October 2011 through May 2012. Mr. Canada moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Kate Leonard requested the use of the Municipal Center for a Pheasant Run Association meeting on November 9, 2011. The request was approved and there is no fee since it is the only meeting of the year.

Barbara Ann Brockelman requested the use of the Municipal Center for a Crockett Farm Homeowners Association meeting on November 16, 2011. The request was approved.

ADMINISTRATION:

Mr. Deschaine updated the Board on the status of the window installation at the Municipal Center. Follow up scheduled for October 17th.

Mr. Deschaine updated the Board on the status of the automated telephone answering system. Follow up scheduled for October 17th.

Mr. Deschaine stated the Health Insurance Study Committee is meeting this Thursday to review proposals and start narrowing down options. Follow up scheduled for October 31st.

Mr. Deschaine updated the Board on the project of posting all Town ordinances on the website. Executive Assistant Stacey Grella has made a lot of progress, but there are still a few tweaks that are needed, which she will do when she returns from vacation.

Mr. Deschaine has met with the low bidder on the alarm monitoring RFP, American Security Alarm, and confirmed the details of the proposal. Mr. Canada moved to accept the proposal from American Security Alarm and authorize Mr. Deschaine to sign the contract. Mr. Copeland seconded the motion, which passed unanimously.

Revisions to the "Stratham Hill Park Facility Reservation and Use Ordinance" were briefly discussed. Mr. Canada has a draft of proposed changes, but it was agreed that discussions of that draft would be conducted at a special meeting of the Board once the Employee Manual discussions have been wrapped up.

Mr. Deschaine updated the Board on the status of the Ad-Hoc Subcommittee work. He stated they have two pending properties they were looking at, and they have actively engaged appraisers for both of them. Follow up scheduled for November 14th.

Mr. Deschaine advised the Board that the oil tank removal work was waiting for DES scheduling.

Mr. Deschaine stated he met with Comcast last week regarding the cable TV contract. They agreed to weekly meetings/updates to try to get this moving forward. Follow up scheduled for November 21st.

Mr. Deschaine received a request from the SMS 5th Grade Fundraising Committee for a raffle permit. Mr. Copeland moved to approve the request. Mr. Federico seconded the motion, which passed unanimously.

SECRETARY'S REPORT: Mr. Canada moved to accept the amended minutes for 09/19/11. Mr. Federico seconded the motion, which passed unanimously.

At 10:58 pm, Mr. Canada moved to go into non-public session to discuss a personnel issue. Mr. Copeland seconded the motion, which passed unanimously.

At 11:20 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 11:21 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