

MINUTES OF THE OCTOBER 17, 2011 BOARD OF SELECTMEN'S MEETING

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

At 7:32 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$2,488,457.59 in the general checking account.

SECRETARY'S REPORT: Mr. Canada moved to accept the non-public minutes from 09/19/11 and continue to seal the minutes due to the nature of the matters discussed. Mr. Copeland seconded the motion, which passed unanimously. Mr. Canada moved to accept the amended public minutes for 09/26/11 and 9/28/11. Mr. Copeland seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

Police Department: Chief John Scippa was present at the meeting and presented the updated Memo of Understanding (MOU) by the State Police to the Town for use of the antenna at Stratham Hill Park to the Board. Mr. Canada moved to approve the changes made to the State agreement. Mr. Copeland seconded the motion, which passed unanimously. The Board will review the draft MOU for the County before moving forward on that.

Mr. Scippa discussed the Hawkers and Peddlers Ordinance with the Board. After some discussion, the Board agreed to add something into the ordinance about a master license for large events such as the Stratham Fair. The license holder would be required to forward a vendor list to the Police Department. The Board also agreed that if the vendor has a State license, then the Town would accept that. Mr. Scippa will draft up the ordinance for the Board's review.

Mr. Scippa stated they would be participating in the Drug Take Back Program on October 29, 2011 from 10:00 am until 2:00 pm at the Stratham Police Department. It has been significantly successful in the past. Anyone who has prescription medications they would like to dispose of is encouraged to attend.

Mr. Scippa stated that the Police Department, along with the Newfields and Newmarket Police Departments, hosted a four-hour Active Shooter Training Program. It was generously provided by the Sig Sauer Academy in Exeter at no cost to the Town. Principal Furbish from CMS allowed the use of the CMS building for the scenario training.

Mr. Scippa stated that presently the Stratham Police Department is in possession of a number of firearms through donations from the Police Association and from having older stock from over the years that are not currently being used. He presented a list of such weapons. He stated that he has worked out an agreement with Sig Sauer in Exeter to trade all of these weapons (except for the H&K weapons) for ten Sig Sauer 516 semi-automatic Patrol rifles, including the lighting and laser system for all ten, and five site systems. There would be no cost incurred by the Town

through this trade. The total cost of the trade would be \$14,350. Mr. Copeland moved to allow Mr. Scippa to dispose of the weapons on the list, with the exception of the two H & K weapons, to Sig Sauer Firearms for a trade value of \$14,350 and with that, the purchase from Sig Sauer of ten .223 caliber Patrol rifles with lighting package systems and five sites with a \$755 credit at the end. Mr. Federico seconded the motion, which passed unanimously.

Mr. Scippa stated he did confirm that he was quoted the State bid price for putting snow tires on the police vehicles. He does have one more person to call for a price as the Board had previously requested.

Mr. Scippa stated that the cars that were put on propertyroom.com were picked up and sold at auction and they received the check today.

Fire Department: Chief Rob Cook was present at the meeting to discuss his Department's activities. He stated that Engine 1 went to Lakes Region Fire Apparatus for repairs about two weeks ago. The price of the repairs was \$1,200. They replaced some gauges and a valve and did some cabinet work for the new Jaws of Life.

Mr. Cook stated they set up an "I Am Responding" messaging response system. They received a monetary donation to purchase the system, which has a continuing cost of approximately \$800 per year for membership. The system allows the firefighters to sign in and let everyone know their availability. It has been working out nicely so far.

Mr. Cook then discussed the need for portable radio batteries and stated that the money can be taken out of the CIP Radio Maintenance Fund. Mr. Copeland moved to authorize the Fire Department to spend \$5,100 from the Radio Capital Reserve Fund for 50 batteries at \$102 each from Two-Way Communications. Mr. Federico seconded the motion, which passed unanimously.

Mr. Cook stated the Rye Fire Chief contacted him and requested the Town donate \$1,000 to a fund that was created to cover any repairs to the Rye Tower. The Board agreed not to donate the money at this time. If the tower requires repair, the Board will revisit it at that time.

Mr. Cook stated the Tanker went up to Lakes Region Fire Apparatus last week for repairs. They found that the packing on the pump is gone and the impeller is worn. There are no parts available for that pump. They also found that the frame rails on the rear of the truck are separating. Mr. Cook said he was told it would cost between \$50,000 and \$55,000 to replace the pump and that the frame rail repairs would cost between \$40,000 and \$45,000. There was a discussion on the fire truck meeting NFPA standards. A new truck would cost approximately \$425,000. Mr. Canada stated that Midwest Fire has trucks in stock for \$193,500, for a 3,000-gallon tank with a 1,000 gallon per minute pump. The Board agreed to get a second opinion on the truck repairs and would arrange to have the truck delivered to Valley Fire Equipment of Bradford, NH. They also asked Mr. Cook to look into new tanker pricing from Midwest Fire by submitting the Fire Department's specifications and asking for a quote.

Mr. Cook had emailed a list of landscaping needs at the Fire Department to Mr. Canada and Mr. Deschaine. The Board will work with the Highway Department on that list.

John Sapienza was present at the meeting and thanked the Board for their assistance in getting the flooring done at the Historical Society building. The Board thanked Mr. Sapienza for installing the new flooring.

Highway Department: Al Williams was present at the meeting to discuss the Highway Department's activities. Mr. Williams presented an estimate from Sullivan Tire for repairs to the gas tank straps and brake lines on the 1999 Dodge pick up. The total cost is \$1,269. The Board agreed to have Mr. Williams come back with quotes for a new truck.

Mr. Williams stated they have two drums containing hazardous materials such as antifreeze in them. He presented an estimate from Enpro for \$723 to dispose of the drums. Mr. Deschaine commented that these could have been disposed of during the Household Hazardous Waste collection back on October 1st. Mr. Williams will speak with Mr. Hutton and they will research how much material can be stored at the facility and determine if disposal can wait for the Exeter waste collection next year. Mr. Deschaine will check the contract with Exeter as far as the cost.

Mr. Copeland stated he met with two residents on Raeder Drive by the circle at the end of the road. He stated it is very unsightly, there are a lot of weeds, and something needs to be done with it. Mr. Williams stated he would mow the area.

Mr. Copeland then stated that there was damage to the road that was caused by one of the utility company's sub-contractors that were doing tree work. Mr. Williams will look into this matter tomorrow.

NEW BUSINESS:

Patty Quinn from Unitil was present at the meeting to present a performance bond to the Board for their approval and acceptance. She stated they are working on a pipeline replacement project and are coming before the Board with a \$10,000 performance bond and to request that they be allowed to open cut Roby Jewell Road where the gas line crosses it. They will be installing a 10" pipeline across Roby Jewell Road and then continuing on to the adjacent landowners this year. Next year, Unitil will come before the Board again for the continuation of the replacement project. The Highway Department has been made aware of this and stated that \$10,000 per cut should be sufficient for any potential problems. Mr. Canada moved to allow the cut and accept the bond. Mr. Copeland seconded the motion, which passed unanimously.

DEPARTMENT REPORTS CONTINUED:

Building Inspection/Code Enforcement: Building Inspector Terry Barnes was present at the meeting and updated the Board on the current status of ongoing building inspections/issues.

Mr. Barnes stated a letter went out to Bob Sidiropoulos, representative of the company that operates the Shell gas station, regarding required quarterly reports of the monitoring wells, and

the landscaping that has never been finished. Town Planner Lincoln Daley was present at the meeting and stated the Town does have a \$5,000 bond to ensure performance, but the Town still has to discuss the issue with Mr. Sidiropoulos and use the process in place to utilize the bond. Mr. Deschaine added that the wells are because they have a groundwater discharge permit for the car wash. As a result of a lawsuit wherein Roger Giroux sued the Town citing that the Town did not properly protect his property by ensuring adequate monitoring controls for the station, a settlement agreement required groundwater monitoring and the requirement that the results be provided to the Town.

Mr. Barnes continued his report on the status of ongoing building inspections/issues.

Mr. Barnes stated the Town's Ford Explorer has been scheduled for an oil change at McFarland Ford. He has requested a written evaluation of the vehicle to get a better idea of repairs needed.

Planning: Mr. Daley reviewed current applications and projects going before the Planning Board.

Mr. Daley stated that Market Basket is asking for an extension on their site approval. They cited the delay in implementing a public fire suppression system as a reason for the delay. The Board agreed that the Town does not "owe" Market Basket a fire suppression system but supports the extension. Mr. Daley will convey the Board's thoughts to the applicant.

Mr. Daley reported that in preparation for Town Meeting, the Planning Board would be updating the storm water regulations to be in compliance with State standards. They are also looking at design elements as well.

Mr. Daley stated that the Rockingham Planning Commission (RPC) revised the Exeter/Stratham Regional Water and Wastewater planning study. He stated a request for proposal (RFP) has been drafted.

Mr. Daley stated he has been working on getting more information regarding the bond and impact fee tracking system the Town currently has to create a more accurate process going forward. He will report back to the Board next month on this matter.

Mr. Daley stated the Economic Development Committee (EDC) recently held focus group sessions involving both residents and commercial property owners. He stated they were very successful and yielded some good information.

Mr. Daley stated the NH Plan Charrette Program is scheduled for November 4th and 5th. It has been posted on the Town website and put in the newspaper. Mr. Canada stated he would send out an email to approximately 300 people as well.

Mr. Daley updated the Board on the window installation project at the Municipal Center. The owner of the window installation company, Tony Penta, was present at the meeting.

At 9:29 pm, Mr. Canada moved to go into non-public session to discuss a contractual matter. Mr. Federico seconded the motion, which passed unanimously.

At 10:37 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.

The Board requested an update on the status of completing Planning Board minutes. Mr. Daley will post them on the website.

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

Mr. Canada commended Highway employee Russell Stevens on being awarded NH Technology Transfer Center's Roads Scholar One status.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

Julie Scagliotti requested the use of the Park for a birthday party on November 6, 2011. The request was approved.

Dileep Kolli requested the use of the Municipal Center for cultural events on November 6, 13 & 20, 2011. The requests were approved. The Board agreed to offer a key to Ms. Kolli since they use the Municipal Center so frequently.

Paul Kelly requested the use of the Firehouse for a "Scouting for Food" event put on by the Cub Scouts on November 12, 2011. Mr. Copeland moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Julie Benjamin requested the use of the Park for an Easter Seals outing on November 5, 2011. Mr. Canada moved to allow the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine updated the Board on the hiring of the Office Assistant position. The resumes have been narrowed down and interviews of the final few candidates will be scheduled soon.

Mr. Deschaine stated the automated telephone answering system went into effect last Thursday and has been working properly.

He then updated the Board on the Town ordinance web-posting project. The Board agreed that once the ordinances are all assembled, they would review and discuss them. Follow up scheduled for November 7th.

Mr. Deschaine stated that the underground storage tank removal at the Municipal Center was scheduled to start soon, but was dependent on the weather and the availability of the Department of Environmental Services.

Mr. Deschaine stated they have another two-month extension on the cable TV contract while negotiations continue.

The group then discussed committee appointments. William Howell, who is interested in serving on the EDC, will be attending next week's meeting to introduce himself to the Board. Mr. Canada moved to have Flossie Wiggin replace Bev Connolly on the Heritage Commission. Mr. Copeland seconded the motion, which passed unanimously. Mr. Deschaine will check with David Sandmann, who expressed an interest in serving on a Board or Committee, to see if he would be interested in serving on the COAST Board.

The group then discussed possibly having a Snow Obstruction ordinance for incidents where residents remove snow from their own property and place it in the right of way. Mr. Copeland does not see a need for such an ordinance. Two out of three of the Selectmen would like to move forward on having an ordinance developed.

Mr. Deschaine stated the Town has been approached by an increasing number of people wishing to provide employees with benefit programs. The Board agreed that it was a good benefit for Town employees and would allow inserts informing employees of offers to be put in pay envelopes.

Mr. Deschaine stated that a local painter who has donated some of her paintings to the Library has inquired as to whether the Municipal Center would be interested in receiving her paintings as well. Mr. Copeland will follow up with her.

Mr. Deschaine stated the plaques for the Fire and Police Departments have been proofed and the order would be placed shortly. Follow up scheduled for November 21st.

NEW BUSINESS:

Mr. Canada then opened the public hearing and first reading of proposed Ordinances 1-2011 and 2-2011 regarding parking regulations. There were no members of the public present so Mr. Canada closed the public hearing. Mr. Canada moved to order a second reading on both of these ordinances. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated he has spoken with the auditor regarding integrating the Stratham Fair audit with the Town's audit. This is still in process and moving forward. He then stated that regarding making the Fair part of the Fire Department, Town counsel has been setting up the trust documents, which need a final review.

The group then scheduled a special meeting for October 25, 2011 at 10:00 am to continue discussion on the Employee Manual, and also to discuss the proposed Stratham Hill Park ordinance. Mr. Canada will forward a draft ordinance to the Stratham Hill Park Association.

The Board requested that all Department heads have their Capital Budget requests in by November 15th. The deadline of December 1st stands for the regular budget.

At 11:38 pm, Mr. Canada moved to go into non-public session to discuss a personnel issue and also a matter that could affect the reputation of another, not a member of the Board of Selectmen. Mr. Copeland seconded the motion, which passed unanimously.

At 11:51 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.

At 11:51 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