

MINUTES OF THE JUNE 4, 2012 BOARD OF SELECTMEN'S MEETING

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

At 7:06 pm, the Chair opened the general meeting of the Board of Selectmen.

SECRETARY'S REPORT: Mr. Copeland moved to approve the minutes as amended from the regular meeting on 05/21/12. Mr. Federico seconded the motion, which passed unanimously.

TREASURER'S REPORT: In Kevin Peck's absence, Mr. Deschaine reported that there is \$431,616.46 in the general checking account.

DEPARTMENT REPORTS:

HIGHWAY: Highway Agent Fred Hutton was present at the meeting to update the Board on his Department's activities.

He stated they are going to start the paving project on Stratham Heights Road (starting at Portsmouth Ave. and ending at Guinea Road) on June 18th at 7:00 am. If the weather cooperates, it should take about two weeks. Mr. Hutton will be putting signs out ahead of time and the information will also be posted on the Town's website. Mr. Hutton also stated that they are ready to do the catch basin on the Portsmouth Ave. side of Guinea Road. They are not putting this project on hold pending gas lines or sidewalks or any other project discussed.

Mr. Hutton said that on June 27th through July 6th, Russell Stevens will be on vacation. He requested to bring on a part time laborer to help out for a few days because they are getting a bit behind on the mowing and the rest of the crew will be tied up on the Stratham Heights paving project. The Board agreed to have Mr. Hutton bring on a part time laborer to help out during Mr. Stevens' absence.

Mr. Hutton then updated the Board on various projects his Department has been working on.

Since this is Mr. Hutton's last official meeting before retiring, the Board thanked him for his 30 plus years of service and wished him the best of luck in his future endeavors.

NEW BUSINESS:

Heidi Roy from the National Multiple Sclerosis Society was present at the meeting to discuss their upcoming Bike NH Seacoast Escape event at the Park on August 18th. Ms. Roy has spoken with Chief Scippa previously and he is fine with everything. They have a dumpster coming in, they will bring their own sound system, they will carry out whatever they bring in and they should be done at the Park at 5:00 pm at the latest. About 250 people will be attending. The Board was satisfied with the details and Ms. Roy will be sending a check for the Park fee within the next few weeks.

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

ADMINISTRATION:

Mr. Deschaine presented a written response to a request for a dog park in Town, along with some cemetery deeds for the Board's review.

Mr. Deschaine presented the amendments to the sick leave section of the Employee Manual to the Board. The Board will review the documents and revisit this matter at next week's meeting.

Mr. Deschaine updated the Board on the status of two new computers that were previously approved for purchase. It was found that Microsoft Office Professional is needed on one of the computers, which is an additional cost of \$123. Also, because of the delay in ordering the second computer, the price that was quoted back in April is no longer available. The price is now \$1,901.24, which is \$501.24 more than what was previously approved. Mr. Copeland moved to approve the additional \$501.24 for the new computer. Mr. Canada seconded the motion, which passed unanimously.

The group then discussed NH RSA 275:30-a regarding lunch periods for employees. Mr. Deschaine presented a waiver form so the employee understands that they are waiving a right they have under the law to the Board. Mr. Canada moved to implement the waiver form and have employees sign them. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine received a redraft on the cable TV agreement from the Town's attorney, however, has not had a chance to review it. He stated it will most likely be another month before having a hearing because this document has not been presented to the cable company. Mr. Deschaine will report back on July 9th.

Mr. Deschaine stated the tax deeding at 17 Doe Run Lane has been recorded and legally belongs to the Town at this point. The Board agreed to research the value of it first and then reach out to the abutters to see if they are interested in paying the taxes on it. Mr. Federico will discuss this with the Planning Board to determine if it is a buildable lot.

Mr. Deschaine presented an audit engagement letter outlining the costs involved in the recent audit. The price is in line with what they had quoted the Town, but there is an additional \$2,000 upcharge because the Town received the \$950,000 federal grant for the Scamman property this fiscal year which triggered a new layer of required review. Mr. Federico moved to have the Chair sign the document. Mr. Copeland seconded the motion, which passed unanimously.

The group then discussed the septic system maintenance for the Town. Mr. Deschaine presented price quotes from various companies. Mr. Canada recognized all the contributions that Greg Blood has made to the Town and then moved to accept the quote from Mr. Blood and authorize Mr. Deschaine to have 6,800 gallons pumped by Mr. Blood's septic company. Mr. Copeland seconded the motion, which passed unanimously. Mr. Copeland also noted that Mr. Blood always makes himself available to the Town.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

John Graziano requested the use of the Municipal Center on June 15, 2012 for a Girl Scouts event. Mr. Federico moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Nancy Sakovits requested the use of the Park on June 22, 2012 for a graduation party. The request was approved.

Katie Curtis requested the use of the Park on June 16, 2012 for a birthday party. The request was approved.

Bob Goodrich requested the use of the Firehouse on July 11, 2012 for a Rockingham Planning Commission meeting. Mr. Federico moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Joseph Berwanger requested the use of the Park on September 30, 2012 for the Troop 185 Car Show. Mr. Federico moved to allow the use, to waive the fee, require a \$50 payment to the Fire Department for propane use, clean all facilities (including grills) and pay to have septic tanks pumped. Mr. Canada seconded the motion, which passed unanimously.

ADMINISTRATION CONTINUED:

The group discussed the status of Troop 185's sponsorship and which Tax ID number they use for fundraising purposes. The Board agreed that it has always been under the Fire Department Association. Mr. Deschaine will confirm if the Fire Department Association is a 501(c) 3.

NEW BUSINESS CONTINUED:

Mr. Deschaine announced that the Town has been awarded the 2012 Volunteer Fire Assistance Grant, which is a 50/50 matching grant. Mr. Copeland moved to approve the grant award for the forest firefighting equipment in the amount of \$2,488.00, and authorize the Fire Chief to execute any necessary documents. Mr. Federico seconded the motion, which passed unanimously.

The group then discussed the Land Use Change Tax for the new Auto Fair business at 41 Portsmouth Ave. Mr. Deschaine presented the analysis done by the Town Assessor, who is recommending the Land Use Change Tax be \$160,000. Mr. Canada moved to approve the Land Use Change Tax amount of \$160,000 and to sign the necessary documents. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada stated that the tenant at the Gifford House will be moving out at the end of this month. The Board agreed to have real estate agent May Youngclaus handle renting out the property. Mr. Federico moved to authorize Mr. Canada to contact Ms. Youngclaus to move

forward with renting the property and to also set the rent between \$2,000 and \$2,500. Mr. Copeland seconded the motion, which passed unanimously.

The group then discussed the sale of the old tanker truck. Chief Cook will develop some specs for the Board and he and Mr. Canada both have a couple people that have expressed interest. They will discuss this further next week to approve the wording and sending out a bid.

DEPARTMENT REPORTS CONTINUED:

PARKS & RECREATION: Director Seth Hickey was present at the meeting and stated the project of painting the buildings at the Stratham Hill Park with the Liberty Mutual volunteers is scheduled for June 21st and 22nd.

He stated the trails grant is due on June 8th and is just about complete at this point.

Mr. Hickey stated that on May 16th, volunteers from Lindt painted picnic tables and did some maintenance on the baseball fields at Stratham Hill Park. He stated Scamman's Lawn & Garden donated four new picnic tables that were painted and are now at Stevens Park.

Mr. Hickey reported there were some parking issues early on with the baseball season at Stratham Hill Park, but they have since worked out a solution.

He then updated the Board on upcoming events and the field maintenance of the Park. He stated that a fungus has developed at the fields at Stevens Park and it would cost \$2,000 for one treatment of a fungicide. Mr. Copeland moved to allow Mr. Hickey to spend up \$2,000 for the fungicide treatment at Stevens Park. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey stated that they are moving all of the athletic camps to Stevens Park this summer. The Recreation Commission has requested putting up a tent to provide shade during this four week period. The group discussed a few different options. Mr. Canada moved to authorize Mr. Hickey to spend up to \$1,600 plus freight to purchase a tent. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey reported the softball field at the Municipal Center is looking good. He stated the Highway Department has been doing a great job with the maintenance and the mowing.

Mr. Hickey then updated the Board on ongoing activities and programs.

Mr. Hickey stated he will be on vacation the week of July 4th.

He then stated the new fall intern will be starting in September and stay on until the middle of December.

The Board discussed and agreed that they would rather have the Recreation Commission authorize any expenditures from the Revolving Fund, including purchases over \$500, and have

Mr. Hickey provide a monthly report to the Selectmen on those expenditures over \$500 from the Revolving Fund.

Mr. Copeland initiated a discussion on Constitutional Amendment Concurrent Resolution 12 (CACR 12) regarding education funding. This could affect the Town by upwards of \$1.5 million not coming in, which would mean a \$200 increase for every 200,000 assessed value in residents' taxes.

At 9:19 pm, Mr. Canada moved to go into non-public session to discuss a personnel issue. 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.

At 10:45 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Reviewed by,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator