

MINUTES OF THE JUNE 25, 2012 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Chairman David Canada, Selectman Bruno Federico and Town Administrator Paul Deschaine. Selectman Tim Copeland is on vacation.

At 6:58 pm, Mr. Canada opened the meeting and then moved to go into non-public session to discuss a personnel issue and a matter that could affect the reputation of another not a member of the Board. Mr. Federico seconded the motion, which passed unanimously.

At 7:50 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to nature of the matters discussed. Mr. Federico seconded the motion, which passed unanimously.

At 7:53 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$5,506,385.04 in the general checking account.

NEW BUSINESS: Highway Agent Fred Hutton was present to discuss a road crossing performance bond. Also present was Patty Quinn from Unitil. Ms. Quinn stated that Granite State Gas Transmission is doing a two mile gas line replacement in Town and Unitil is requesting to temporarily close the roadway at Muirfield Drive for one day. She stated that if it is possible, they will bore underneath the roadway. She stated this would be happening anywhere from mid-July to the end of July. Ms. Quinn stated once they get an exact timeframe, they will send out homeowner notification letters and publish something in the paper. She also stated they will have flaggers and a police detail present. Mr. Canada moved to allow Unitil to close Muirfield Drive for one day to make a road crossing if needed, and approve the required \$10,000 performance bond. Mr. Federico seconded the motion, which passed unanimously.

Liz Chisholm from the 300th Anniversary Committee was present at the meeting to request permission from the Board to place signs at Stratham Hill Park. The signs are 36" x 36" and they would like them posted at the entrances to the Stratham Fair just for the duration of the Fair. Mr. Canada moved to allow the 300th Anniversary Committee to post a sign at each entrance to the Fair for the duration of the Fair. Mr. Federico seconded the motion, which passed unanimously.

The group then discussed a request from UNH to enter into a collaborative with the Storm Water Center and the Cooperative Extension. UNH is applying for a U.S. Department of Agriculture grant for studying integrated stormwater quality improvement. Mr. Deschaine stated there is no financial commitment on behalf of the Town, and the Town could benefit from up to \$65,000 for evaluating non-point source contamination. Chairman of the Public Works Commission, John Boisvert, was also present at the meeting and stated there are two ways of approaching this and that is either by individual town by town, or groups of towns in a particular watershed, which is also part of the study. Mr. Boisvert stated this is a project the Public Works Commission could take on and then report back to the Board on the progress. Mr. Federico moved to have Mr. Deschaine sign the letter of support for the grant application to work with the Storm Water management team. Mr. Canada seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

ASSESSING: Assessor Andrea Lewy was present at the meeting to request the Board sign a NH Department of Revenue Administration form that confirms that the Town will not be using the Inventory of Taxable Property (PA-28) forms in 2013. Mr. Canada moved to sign the disclaimer of use of the PA-28 forms. Mr. Federico expressed his concerns but seconded the motion, which passed unanimously.

Ms. Lewy presented several abatement applications to the Board for their review. Mr. Canada moved to approve the abatement requests for the Town of Stratham (formerly Household Realty), Charles and Melissa Currier, Richard Vitale, and Northern New England Telephone, and to deny the applications for St. Holdings Company (Exeter Subaru), Ralph and Jean Pynn, Aquarion Water Company of NH, and F & T Realty, as recommended by Ms. Lewy. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy then presented a Veteran Credit application. Mr. Canada moved to deny the Veteran Credit application for Lawrence Buckley, as recommended by Ms. Lewy. Ms. Lewy had verified with the Veterans' Administration that his dates of service did not make him eligible for the credit. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy presented the Timber Tax Warrant "Intent to Cut" documents for Crockett Farms for the Board's review and signature.

Ms. Lewy informed the Board that she will have two more Current Use releases that she will bring before them as soon as she gets the deed transfers. One is for the property at 1A Smith Farm Road, and the second is an additional associated lot on Union Road.

SECRETARY'S REPORT: Mr. Federico moved to approve the minutes as amended from the regular meeting on 06/18/12. Mr. Canada seconded the motion, which passed unanimously.

PARKS & RECREATION: Director Seth Hickey was present at the meeting to update the Board on his Department's activities. He presented the Board with a report on the Recreation Revolving account for the last month listing expenses over \$500 for their review.

Mr. Hickey stated that about 100 volunteers from Liberty Mutual were at the Stratham Hill Park last week to paint 14 buildings and the fence along the main parking lot. He received an invoice for \$2,525.77 for the paint to which the Park Association and the Fire Department are both contributing 1/3 of the cost each. Mr. Canada moved to allow Mr. Hickey to spend the remaining 1/3 (\$841.92) out of the Park Revolving Fund (reservation fees). Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey updated the Board on the status of the baseball fields and the repairs and maintenance to the stage and other buildings. There are some repairs that need to be done to the poles at the stage that would cost approximately \$710. The Board advised Mr. Hickey to seek out a professional opinion as to the work that would be involved to do the repairs.

Mr. Hickey then reviewed upcoming events at the Park with the Board.

Mr. Hickey then reported on Babe Ruth Opening Day. It went very well and he thanked everyone for participating.

He then stated that there have been more incidents of vandalism at the Park. The Police Department has been made aware and a police report was filed on the most recent incident.

Mr. Hickey stated they have a \$2,000 credit for an additional piece of playground equipment and the Recreation Commission is reviewing different pieces of equipment for the area behind the Municipal Center. The credit was part of the compensation for an earlier recall of a slide.

He then reported on the status of the softball and baseball teams.

Mr. Hickey requested the Board's approval for the expenditure of \$1,200 for a coach bus for a senior trip on July 11th. Mr. Canada moved to allow Mr. Hickey to spend \$1,200 for bus transportation. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey stated they have seen significant growth this year at the Summer Day Camp and presented a budget for summer staff wages to the Board. He had budgeted \$5,200, but with this growth, \$8,532.77 is now needed. He is prepared to pay for this overage with registration fees collected. Mr. Federico moved to approve the summer staff wages as scheduled by Mr. Hickey. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey reported that he will be on vacation as of this Thursday and throughout all next week.

The group further discussed the problems with the ongoing vandalism at the Park. Mr. Hickey had talked with Dan Sullivan about installing motion sensor lights on the new building, and also talked with Chief Scippa about possibly installing cameras at the top of the hill.

Mr. Canada commented on the amount of weeds at the Babe Ruth field and suggested Mr. Hickey have Park Ranger Kim Woods apply Round-Up to the area.

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:

Seth Hickey requested the use of the Park on August 12, 2012 for a birthday party. Mr. Canada moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine stated the Memorandum of Understanding (MOU) with the Southeast Land Trust for the Jones and Roberts properties is ready for the Board's signature.

Mr. Deschaine stated that the disposal of the old fire tanker is still pending. They did receive the specifications and contact information of interested parties.

The group then discussed implementing detail pay for the Fire Department as previously requested by Chief Cook. Mr. Cook did submit a redraft of the policy in response to the Board's review of the draft last week. Mr. Federico moved to allow the Fire Department to charge a detail rate of \$24 for the golf tournament on July 15th through the 21st. Approval is for this event only. The Board will continue discussing the detail coverage draft for the Stratham Fire Department Emergency Operation Guidelines and work with the Fire Department to develop a permanent policy. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine stated the Bond Anticipation Note (BAN) was renewed on the outstanding Scamman note. The renewal extends the due date through December, 2012. This leaves the three remaining properties that are in various stages of the process. The option agreement for the Jones property stated the closing was to occur on June 30th, however, Mr. Deschaine negotiated with Mr. Jones and his attorney an extension that will go to September 10th in order to give the Board time to review and approve. Mr. Deschaine is planning to meet with Mr. Jones and Brian Hart of the Southeast Land Trust to determine the exact location of a reserved 5-acre parcel to be excluded from the easement. Mr. Deschaine still needs to get the final bond counsel approval for the \$685,000 approval that happened at the previous year's Town Meeting. The Town will most likely need to obtain a BAN for the Jones closing, along with the Goodrich closing, which is still in negotiations. He does have a final draft of the two easements. He also stated that regarding the Roberts property, a purchase and sales agreement has been signed for the sale of the property to the Jennings by the Roberts' estate, and that a surveyor has been chosen and within the next two to three weeks, the Town should have a draft survey plan of that easement with its drainage easement.

Mr. Deschaine stated nothing has happened with the Bestway curbside collection contract because there is currently an investigation to see if there is interest in continuing the Concord Cooperative effort with or without Concord and what that might entail. He stated he will be attending a meeting this Wednesday to discuss this further.

Mr. Deschaine reported that, apparently due to the heat last week, the caulking on one of the newly installed windows in the Library started dripping down the window. He sent the contractor pictures and asked why this might happen, but has not heard anything back as of yet.

Mr. Deschaine presented a new proposal and draft sketches of the outside mural to be done at the Library. The Board agreed that the draft sketch is too busy, it has too many animals, and it is lacking several items that were previously discussed.

The group discussed a Georgia-Pacific Bucket Brigade Grant application for the Fire Department. This would be to upgrade three fire nozzles on the new tanker truck at a cost of \$2,500. Mr. Canada moved to approve the grant application and to accept the grant if awarded. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada then opened the public hearing as previously posted regarding the acceptance of five portable radios for the Police Department via a Homeland Security Grant. Since there were no public comments, Mr. Canada closed the public hearing. Mr. Federico moved to accept the Homeland Security Grant for five portable radios. Mr. Canada seconded the motion, which passed unanimously.

Due to some confusion at the Police Department, the group then discussed the policy on obtaining business cards. Mr. Canada clarified that the policy was if a large quantity of cards is needed, to contact Stacey Grella to order them via Vistaprint, and if just a few are needed, then they will be printed in-house. Mr. Deschaine will make sure Department Heads are made aware.

The group discussed how they would determine the frequency of pumping out Town septic systems. Mr. Canada suggested that Mr. Deschaine talk to the tank pumping company to find out the exact size of each tank and any other notes regarding the condition of the tanks. This will be an ongoing project that will take some time to finalize.

At 10:01 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