

MINUTES OF THE DECEMBER 3, 2012 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Vice-Chair Bruno Federico, Selectman Tim Copeland, and Town Administrator Paul Deschaine.

At 7:33 pm, the Vice-Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$1,680,226.29 in the general checking account.

SECRETARY'S REPORT: Mr. Copeland moved to approve the minutes as presented from the regular meeting on 11/26/12. Mr. Federico seconded the motion, which passed unanimously.

OLD BUSINESS:

At 7:34 pm, Mr. Federico opened the public hearing to discuss the acceptance of a Georgia-Pacific Foundation Grant for \$5,000 for the Fire Department as previously posted. Mr. Deschaine read the notice. Being no comments from the public, the hearing was closed at 7:35 pm. Mr. Copeland moved to accept the grant for \$5,000 from the Georgia-Pacific Foundation. Mr. Federico seconded the motion, which passed unanimously.

Sheila Ryan from the NHSPCA, Parks and Recreation Director Seth Hickey, and Park Ranger Kim Woods were all present to discuss the details of the annual Paws Walk event that is scheduled for June of 2013. The Board expressed their concerns about the amount of vendors and the size of the event, as well as the commercialization of the Park. Ms. Woods stated she does not have any concerns since they have always done a great job with set up and clean up. She also stated she does not see this causing any problems as far as the actual grounds. Mr. Hickey stated the event has not interfered with the Town's baseball program in the past and stated that early communication is crucial. The Board requested that the SPCA keep them informed if the event continues to grow. After a brief discussion, the group agreed that the SPCA can use the Stratham Fair electrical panels at the Park for their event. Ms. Woods will handle the installation of those panels.

DEPARTMENT REPORTS:

PARKS & RECREATION: Director Seth Hickey was present at the meeting to update the Board on his Department's activities. He stated the new trail maps are out, however, one of the larger laminated maps has been stolen.

Mr. Hickey met with the Fair directors recently and they came to an agreement on the percentage of building use at the Park. The directors also agreed to donate \$1,500 every year towards maintenance costs at the Park.

Mr. Hickey stated his Department has been working on winter preparations at the Park.

He stated he did get a water sample from Stevens Park to see if the installation of water bubblers would be possible. He is still waiting to hear back from the State.

Mr. Hickey stated they have shut down the tennis courts and will be shutting down access to the fields as has been done in the past.

He stated they are putting together an ad-hoc committee to evaluate improvements and possible expansion to the park area behind the Municipal Center.

Mr. Hickey updated the Board on various programs and enrollment numbers.

Mr. Hickey stated that Window World has been given a deposit check to install the windows at the Gifford House, however, they are approximately two months out on a lead time.

Mr. Hickey requested approval to have Window World replace three windows at the Ranger residence. Mr. Copeland moved to approve spending up to \$750 to have Window World replace three windows at the Ranger House, and also to submit any quotes that may come in at a lower price. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey requested approval to purchase a portable mower blade sharpener at a cost of \$680, which would be shared with the Highway Department. Mr. Federico moved to authorize Mr. Hickey to spend \$680 for a portable mower blade sharpener. Mr. Copeland seconded the motion, which passed unanimously.

The group reviewed and discussed an in-house fertilizing program that Mr. Hickey put together. He will present this to the Budget Committee in January.

Mr. Hickey requested to amend a previous authorization to spend \$900 for a bus trip to Boston to \$925. Mr. Copeland moved to increase the previous authorization to \$925 for the trip to Boston. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey stated the Stevens memorial bench is ready to be installed at the Library and requested confirmation on the exact location from the Board. Mr. Hickey will talk with Library Director Lesley Kimball to find an appropriate location.

The group discussed the status of the Recreation Commission membership. Mr. Hickey has been waiting on formal letters of resignation and once those are received, then new appointments can be made. Mr. Copeland will follow up with the members for the resignation letters.

HIGHWAY DEPARTMENT: Highway Agent Colin Lavery was present at the meeting to discuss his Department's activities. He stated the Transfer Station improvements are underway. They are now operating on the first and third Saturdays. Signs have been posted and he will update the website and the answering machine as well.

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

Mr. Lavery stated they received a cost estimate from the sign company that installed the Town Center signs that were damaged during a recent storm. The company is not in agreement that

there was a default with any of the signs. Town Planner Lincoln Daley will update the Board at his monthly meeting.

He stated they hope to have the ice skating rink up and running when the weather is colder.

He is still waiting for the driving background checks to come back from the State for on-call snow plowing help.

Mr. Lavery updated the Board on various projects he and his Department have been working on.

The group reviewed and discussed Mr. Lavery's CIP requests, specifically relating to the Municipal Center parking lot expansion.

Mr. Lavery requested to purchase two Bluetooth headsets for Al Williams and himself for hands-free communication purposes, especially during snow removal operations. The cost is \$79.99 each and the funds would come from the New Equipment and Signs budget. The Board had no objection.

Mr. Lavery requested to add Al Williams to the Town's cell phone reimbursement plan. The Board had no objection.

Mr. Lavery presented a quote from Enpro to remove and sample the truck waste at the Highway garage for \$900, which is the same price as last year. Mr. Copeland moved to approve the expenditure up to \$900 on the waste removal. Mr. Federico seconded the motion, which passed unanimously.

Mr. Lavery presented a quote from New England Barricade to install cross signage throughout Town and replace the signs that were stolen a few months ago. Mr. Copeland moved to approve the expenditure of \$1,713.96 to New England Barricade for the replacement signs and cross signs contingent upon a second quote. Mr. Federico seconded the motion, which passed unanimously.

Mr. Lavery then updated the Board on his Department's upcoming work schedule.

MEETINGS: The Vice-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:

Helen Sullivan requested the use of the Park on October 12, 2013 for a family barbecue. The request was approved.

ADMINISTRATION:

Mr. Deschaine stated employees have asked about holiday scheduling this year since both Christmas Eve and New Year's Eve fall on a Monday. Mr. Federico moved to close the Town offices on December 24th and December 31st at 12:00 pm, contingent upon the Town Clerk being open to the public on December 28th until 4:00 pm. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine presented an escrow agreement regarding the Heron Way Maintenance Bond to the Board, and recommended releasing the surety bond. Mr. Federico moved to approve the recommended maintenance and escrow agreement. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated a final report from Kleinfelder and the RPC on the Exeter/Stratham water/sewer issues should be ready for the Board's review in two weeks.

Mr. Deschaine stated that he met with Town Assessor Andrea Lewy to discuss the issue last week where a Veteran's Credit request did not get into the system before the Town set the tax rate. During that discussion, it was found that there were additional requests from Scott McCown, and Mr. & Mrs. Christopher Cavaretta. The Board approved and signed the requests.

Mr. Deschaine mentioned that since the Christmas tree has been relocated to the Firehouse, it may not be necessary to keep a meter at the traffic circle for the old Christmas tree.

Mr. Deschaine stated the Energy Commission has requested the services of a UNH student internship to assist with collecting and analyzing data at a stipend of \$500. The Commission does not currently have an operating budget, but they will be submitting a budget request in January to pay the stipend at the end of next year. Mr. Federico moved to approve the request for a stipend of \$500 for the intern for the Energy Commission. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine presented the Bond Bank paperwork to the Board for their signature. The effective rate of the sale was 2.38%.

At 9:38 pm, Mr. Copeland moved to go into non-public session to discuss negotiations and a personnel matter. Mr. Federico seconded the motion, which passed unanimously.

At 10:09 pm, Mr. Federico moved to come out of non-public session and to seal the minutes due to the nature of the matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

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

Respectfully submitted,

Stacey J. Grella
Executive Assistant