

MINUTES OF THE JUNE 3, 2013 BOARD OF SELECTMEN'S MEETING

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

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

SECRETARY'S REPORT: Mr. Copeland moved to approve the amended minutes from the regular meeting on 5/20/13. Mr. Federico seconded the motion, which passed unanimously.

NEW BUSINESS:

Brent Beckett and Ryan Schuman, who represent "Run For Your Lives", were present at the meeting to request the use of the Park for an obstacle course race on July 27, 2013. This event is a 5K obstacle course race where people made up as zombies are placed along the course. There is also a festival area with a small stage, a DJ, food, beer, and merchandise for sale. This event is during the day only, starting at 6:00 am and done by 7:00 pm. Mr. Schuman stated they are expecting approximately 7,000 participants and 1,000 spectators, with 3,000 people being on site at one time. The group will apply for a license to serve beer and they also have their own security team to enforce State liquor laws. The group takes care of all the clean up and dumpster rentals. They also pay for local police details and EMS crews.

The Board agreed the event would put a lot of stress on the Park, especially immediately following the Fair. Mr. Canada moved to allow the event to occur on July 27th with \$25,000 payable to the Town, terms and details will be worked out with Parks and Recreation Director Seth Hickey, and all agree that the Park will be restored to its original condition. Mr. Federico seconded the motion, which passed unanimously. Mr. Canada stated they will work out the specifics such as having the group talk with the Fire Chief, the Police Chief, figure out parking, etc. The Board also stated that when it comes time to sign the agreement/contract, they would like a deposit at that time. Mr. Deschaine stated that as part of the agreement, the group needs to clearly identify the sections of the Park they will be using for the event. Mr. Copeland stated there is a lot of conservation land in the area and the group would not be able to disrupt any of those areas without prior permission from the Conservation Commission.

DEPARTMENT REPORTS:

PARKS & RECREATION: Mr. Hickey updated the Board on his Department's activities. He reported that the fields are in excellent condition and the new field groomer has been working out really well. He stated the bathroom floors in the Pavilions have been painted.

Mr. Hickey stated that the two larger trail sign kiosks have been completed and the metal signs have been ordered. The funds used were from a \$5,000 grant the Town received last year.

Liberty Mutual is sending 50 volunteers on June 17th to help with some clean up and painting projects at the Park.

Mr. Hickey requested to install a gate at the Park. They already have the gate and would like it installed just past the Ranger House due to a continuing problem with visitors parking and driving through that area. The Board suggested using a couple of wooden barricades rather than a gate.

Mr. Hickey stated there was a recent issue with commercial use at the Park, but he has since taken care of the matter.

Mr. Hickey stated that Stevens Park is in great shape. He stated an application has been sent to the State regarding the water system and the system has been installed, but the water is not running through the system yet.

Mr. Hickey updated the Board on bids for tennis court repairs. Advantage Tennis, the lowest bidder, came in at \$3,951, about \$900 lower than the rest, He checked the company's references and heard nothing but great things.

Mr. Hickey stated Exeter Youth Soccer would like to purchase four new goals for Stevens Park at a cost of \$1,500 each. EYS would like to set up an agreement with the Town where they purchase the goals in exchange for using the fields. Mr. Federico moved to allow Mr. Hickey to negotiate the use of the field dollar for dollar with EYS based on prevailing charges for using the fields. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey updated the Board on various sporting events and enrollment numbers.

Mr. Hickey stated his intern started last week and it has been going very well and it is very helpful having that extra person in the office.

Mr. Hickey requested approval for a senior trip on August 21st with bus transportation to Hyannis, MA, at a cost of \$1,549. Mr. Copeland moved to allow Mr. Hickey to spend up to \$1,549 for bus transportation for the August 21st trip. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey stated he has been monitoring House Bill 295 regarding criminal background checks for volunteers and employees at youth skills camps. He favors the bill.

Mr. Hickey then updated the Board on upcoming events.

Mr. Hickey stated he is working with the State Prison on constructing a trophy case for the Municipal Center. Mr. Canada will contact someone he knows that might be able to do the work.

The group then discussed a timed lighting system at the Front Pavilion where visitors could turn lights on instead of having to go through the Park Ranger. The Board requested that Mr. Hickey get a price on wiring the Front Pavilion.

Mr. Hickey then presented his Department's goals to the Board. He stated a lot of his goals revolve around the Town's Master Plan. Another goal is to look into the criminal background check process. He will put something in writing regarding his goals and submit it to the Board.

NEW BUSINESS CONTINUED:

Town Clerk/Tax Collector Joyce Charbonneau was present at the meeting to discuss the possibility of closing Town offices on July 5th since it lands on a Friday after the July 4th holiday. There are many employees who are requesting that day off, which causes a staffing issue. Mr. Copeland moved to close the Town Offices on July 5th. Employees can either work if they so choose or use a vacation day. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine then presented the closing documents on the \$500,000 bond to purchase the Cushman property.

Michael Welty from the Energy Commission was present at the meeting to discuss a grant proposal for \$4,862.50 from Unitil, which is half the cost of replacing the light fixtures at the Highway garage with more energy efficient units. Mr. Welty stated they have received a couple of different bids, the lowest being from Kramer Electric for \$9,700. Mr. Canada moved to authorize Highway Agent Colin Lavery to find money in his budget to move forward with the light replacement project, and to authorize and accept the Unitil grant. Mr. Copeland seconded the motion, which passed unanimously.

DEPARTMENT REPORTS CONTINUED:

HIGHWAY DEPARTMENT: Highway Agent Colin Lavery was present at the meeting to discuss his Department's activities. He stated that things are going very well with the new Makris development on Bunker Hill Ave. Severino is ahead of schedule at this time and will be paving the first portion of the road this Friday.

Mr. Lavery stated that he will have everything laid out this week to start work on the Stratham Plaza easement and the septic system.

Mr. Lavery stated that he has been working with Emanuel Engineering on drainage alternatives for the drainage easement the Town purchased on Stratham Heights Road. He stated that the installation of a cross culvert would be necessary to divert water from the roadway, which would be very expensive. His recommendation is to increase the road elevation by three to five inches, which would be a much less expensive solution. Mr. Copeland moved to go with Mr. Lavery's recommendation of increasing the road elevation three to five inches and spend up to \$2,500. Mr. Canada seconded the motion, which passed unanimously.

TREASURER'S REPORT: Kevin Peck reported that there is \$1,008,231.46 in the general checking account.

Mr. Lavery then continued his report and stated he has been working with the group putting on a mud volleyball tournament fundraiser at the Park this July.

Mr. Lavery reported his Department has completed grounds improvements at the Fire Department, the Maple Lane Cemetery and the Municipal Center.

Mr. Lavery stated that regarding the parking area at the Park, he has spoken with Unitol and Fairpoint and due to their work scheduled in the area, they will be bringing down a lot of utility poles and will let the Town use some to make a perimeter around the lot. He stated this work will start some time after the Fair in July.

Mr. Lavery then updated the Board on road reconstruction and paving projects in Town, specifically Rollins Farm Road and Birnum Woods.

Mr. Lavery stated the new Terra Star truck should be delivered no later than October 1st.

Mr. Lavery stated that the new summer schedule has been working out pretty well and he feels that production has increased and overtime has decreased.

Mr. Lavery stated he completed a bond reduction letter to Mr. Deschaine regarding the Crockett Hill Farm Phase II project. Town Planner Lincoln Daley will need to review this as well, so no action at this time.

Mr. Lavery stated he will be working with Greg Blood on the septic and leach fields analysis for the Town and will have a final assessment in July.

In response to a complaint received regarding the condition of Country Farm Road, Mr. Lavery has spoken to almost all the residents and advised them that due to budget constraints, the work cannot be done this year, but is on the schedule for next year.

Mr. Lavery stated he is planning to start work on the Municipal Center parking lot by July 31st.

Mr. Lavery stated that they have been receiving a lot of dump trailers full of brush at the Transfer Station that contain unacceptable items and it has been really stressing the chipper. He will put up signs saying that all brush must be checked in with the attendant.

Mr. Lavery stated he and a Severino Construction representative will be attending the next Conservation Commission meeting to discuss the layout of the trails and the trail impact out behind the Municipal Center.

Mr. Lavery then updated the Board on his Department's daily activities.

Mr. Lavery stated that due to the February 8th winter storm, a lot of Town trucks are in need of tires. The Town will be receiving funds from FEMA and he would like the Board to consider spending some of that money on replacing tires.

Mr. Lavery stated he did talk with Fire Chief Rob Cook about Highway personnel responding to fire calls and Mr. Cook basically said it was up to Mr. Lavery to do what he wanted to do. Mr. Lavery continues to monitor the situation.

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:

Kaela French requested the use of the Firehouse on July 7, 2013 for a bridal shower. Mr. Federico moved to deny the request. Mr. Copeland seconded the motion, which passed unanimously.

Bonnie Standish requested the use of the Park on June 28, 2013 for a birthday party. The request was approved.

Justina Houle requested the use of the Park on July 6, 2013 for a baby shower. The request was approved.

Joseph Berwanger requested the use of the Park on June 14, 2013 for a Boy Scouts Flag Day ceremony and camp out. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Catherine Lindsay requested the use of the Park on June 7, 2013 for a home school group field trip. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine presented the abatement for the first half of the property tax bill on the Cushman property to the Board for their signatures.

Mr. Deschaine stated that the Southeast Land Trust has selected the Town of Stratham to receive the Jack Heath Award for its contributions to conservation in the area.

Mr. Deschaine then presented a letter of support for a Green Infrastructure Grant application to the Board. Mr. Copeland moved to have the Chair sign the letter of support. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine presented an application for membership to the Multi-State Informational Sharing and Analysis Center. This is non-profit agency that is funded by Homeland Security and the membership is free. This agency works with public internet security issues. Mr. Federico moved to authorize Mr. Deschaine to execute the membership agreement. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine informed the Board that the 2012 audit began today.

Mr. Deschaine then presented a raffle permit request from the NHSPCA to be held at the Paw's Walk event this weekend. Mr. Federico moved to approve the request from the NHSPCA to hold a 50/50 raffle at the Paw's Walk event. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated that as part of the implementation of the Police Department's new server and in order for them to use the inter-agency IMC program, the firewall needs to be replaced. They would also like to replace the wireless connections. These can be done in either three year increments or single year increments. The cost would be \$2,228 for the three year option. For a single year, the cost is \$1,561, so for an additional \$700, we will get two more years. Mr. Copeland moved to approve the expenditure for the three year option at a cost of \$2,228. Mr. Federico seconded the motion, which passed unanimously.

At 9:52 pm, Mr. Federico moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella
Executive Assistant