

MINUTES OF THE JULY 29, 2013 BOARD OF SELECTMEN'S MEETING

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

At 7:38 pm, the Chair opened the general meeting of the Board of Selectmen.

SECRETARY'S REPORT: Mr. Canada moved to approve the amended minutes from the regular meeting on 7/22/13. Mr. Copeland seconded the motion, which passed unanimously.

TREASURER'S REPORT: Kevin Peck reported that there is \$7,723,845.64 in the general checking account.

DEPARTMENT REPORTS:

HIGHWAY DEPARTMENT: Highway Agent Colin Lavery was present at the meeting to update the Board on his Department's activities.

Mr. Lavery presented a septic pumping schedule and a septic inspection checklist for Town properties to the Board for their review. He stated that the tanks would be pumped either once a year or once every other year for the next three years until a baseline is established as far as usage. The Board felt that was a bit excessive and requested that Mr. Lavery look into using meters to monitor the usage on a few of the tanks.

Mr. Lavery then updated the Board on the Bunker Hill Commons project. He has been performing many site inspections and things are moving along very well. The project is about 80% complete. All of the roadway has been graveled and compacted, and the drainage structures and 60 feet of the water line has been installed. The remainder of the water line will be installed over the next two days and paving will begin at the end of next week. The last things that will be done are the chamber system out front and the cistern.

Mr. Lavery reported that the Town Center signs and the 300th Anniversary signs have been relocated and installed per NH DOT requirements.

Mr. Lavery stated the fertilization applications throughout Town have been going well. There have not been any turf issues to date.

Mr. Lavery stated he has been working with Chief Scippa on some traffic improvements in the area of the elementary school. He stated he has put together a plan and is waiting for Chief Scippa to review it. They will then meet with the elementary school to review the plan and discuss the possibility of getting some funding from the school. Mr. Lavery also mentioned that Mr. Comeau, the resident on Long Hill Road where the brush is very overgrown, stated he is willing to comply with the Town.

At 7:58 pm, Mr. Canada moved to go into non-public session to discuss a matter that could affect the reputation of another, not a member of the Board. Mr. Copeland seconded the motion, which passed unanimously.

At 8:43 pm, Mr. Canada 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.

Mr. Lavery then updated the Board on road reconstruction and paving. Upcoming projects include Laurel Lane, Stratham Hill Park and the Municipal building.

Mr. Lavery stated that clean up at the Highway Department yard has been ongoing. He stated this will be a good winter project. He stated the clean-up will also allow space for another recreational field, if necessary, in the future. The group then discussed drainage and the culvert system.

Mr. Lavery stated that the stump removal project behind the Municipal Center will be finished this week. Severino Construction will take the stumps and debris at no cost to the Town. He stated that once the fill is removed from the Municipal parking area, it will go out back and everything will be sloped correctly.

Mr. Lavery then summarized upcoming projects his Department will be working on over the next month, and updated the Board on the regular ongoing maintenance work as well.

Mr. Copeland inquired as to what is being done with the weeds in front of the Police Department. Mr. Lavery informed the Board of his plan to re-landscape the area and stated it would cost approximately \$1,400. He stated he is waiting to hear back from Chief Scippa as far as if he has the money in his budget for this project. The Board discussed Department heads using budgeted funds for other than what that money was intended for.

Mr. Federico inquired as to the tree at the Historical Society that is planted right by the outlet pipe that does not look very good. Mr. Lavery stated he did ask about removing a couple of trees, but has held off because some residents do not want them removed. The residents did give Mr. Lavery permission to remove a small crabapple tree near the Fire Department.

The group then discussed running water and gas lines out past the pavement at the Municipal Center while the area is dug up. Mr. Lavery will look into what is involved and report back to the Board.

TOWN CLERK/TAX COLLECTOR: Joyce Charbonneau was present at the meeting to discuss the purchase of three new computers for her office. Mr. Copeland moved to take the \$2,498.16 out of the CIP and grant Ms. Charbonneau the three new work stations. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada suggested getting computers from the Library when they purchase new ones so there are some spares on hand.

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

ADMINISTRATION:

Mr. Deschaine stated the Town has been approached by Palmer Gas offering a promotional offer to Town employees. The Board did not agree with putting something in employee paychecks, but agreed to make the information available to employees via their Department head.

The group discussed the warranty determination on the heat exchanger/boiler at the Firehouse. Dowling believes that some airborne contaminant entered the combustion chamber and created a corrosive condition, which led to the final failure of the heat exchanger, and it will therefore not be covered under warranty. The Board agreed to have Mr. Deschaine request proposals from different companies and see what warranty is offered as part of those proposals. The Board requested that one of the proposals be from Hartmann Oil.

Mr. Deschaine then presented the cable contract extension to the Board for their signatures.

Mr. Deschaine presented the Hartmann Oil & Propane contracts to the Board. Mr. Federico moved to authorize the Chairman to sign the contracts. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated he was approached by a resident, Ray Whittier from Butterfield Lane, asking to use a metal detector on the Cushman property. The Board agreed to deny the request since there may be archeological interests there that the Town may want to look into.

Mr. Deschaine then presented the final draft of the part time Land Use Assistant position job description, posting and ad to the Board for their review. The Board had no objection.

Mr. Canada stated that regarding the Cushman property, the Heritage Commission is going to set up a meeting with Steve Bedard, a specialist in historic renovations, and the Division of Historical Resources to discuss what sort of features would be important to keep in the house during renovations. A proposal will then be drawn up to present to the Board detailing the cost estimates for the project and write an appropriate RFP.

At 9:51 pm, Mr. Copeland moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella
Executive Assistant