

MINUTES OF THE SEPTEMBER 9, 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.

TREASURER'S REPORT: Kevin Peck reported that there is \$5,920,966.79 in the general checking account.

SECRETARY'S REPORT: Mr. Canada moved to approve the amended minutes from the regular meeting on 8/26/13 and the special meeting on 8/28/13. Mr. Copeland seconded the motion, which passed unanimously.

OLD BUSINESS:

Town Clerk/Tax Collector Joyce Charbonneau was present at the meeting to discuss her proposal to raise dog license fees. Ms. Charbonneau explained to the Board the process and the effort that goes into collecting the fees. The Board was in agreement that raising the fee would be penalizing dog owners who pay their dog license fees on time. Mr. Copeland stated he would be willing to submit an item to legislation regarding raising civil forfeiture fees.

John Cushing, Caren Gallagher and Francisco Marin from the Stratham Fair Committee, Park Ranger Kim Woods, and Parks and Recreation Director Seth Hickey were present at the meeting to discuss the ongoing concerns regarding shared maintenance costs of Stratham Hill Park buildings with the Fair. The group reviewed the percentage breakdown of the use of the facilities. Mr. Federico moved to go along with the percentages listed on the spreadsheet as proposed by Mr. Hickey with the exception of 80% for the food shack, 7% for the Scamman Pavilion and 7% for the main stage of capital expenses. Mr. Copeland seconded the motion, which passed unanimously. The group then discussed the outstanding bill for fire suppression for \$314.79. Mr. Canada moved to deny paying the bill. Lacking a second, the motion failed. Mr. Copeland moved to pay the bill for \$314.79 this one time and then once the new fees are established, this will not be a problem. Mr. Federico seconded the motion, which passed unanimously.

Mr. Marin also recommended that the Fair Directors for next year remain the same: Francisco Marin, John Cushing, Caren Gallagher, Rob Cook, Vicky Avery, and Tim Slager. Mr. Copeland moved to approve the list of Fair Committee members as presented. Mr. Federico seconded the motion, which passed unanimously.

Mr. Marin stated the locks to the dressing rooms at the stage had to be replaced at a cost of \$830. Mr. Canada noted that expenditures which require Town participation require advanced approval. Mr. Marin stated the Fair would pay for it this year. The group also discussed setting up a bond in the amount of \$1,000 to ensure that carnival workers with trailers brought onsite leave the area clean.

DEPARTMENT REPORTS:

PARKS & RECREATION: Mr. Hickey stated that they had done some improvements to the ice skating rink area at Stratham Hill Park last year, but realized the pond was holding water in early spring and continued to hold water right up until the time of the Fair. A pump was installed to assist with the draining, but there is a lot of vegetation that has grown in the water. Mr. Hickey, Dan Crow, Ms. Woods, Highway Agent Colin Lavery, and Greg Blood then discussed future improvements and repairs to the pond with the Board. Mr. Canada will contact Jim Gove, a soil scientist, to set up a meeting with him, Mr. Hickey and Dan Crow to discuss solutions for the pond area.

Mr. Hickey stated a youth baseball program not affiliated with the Town will be using the baseball fields this fall. About 40% of the kids are Stratham residents. There is no fee structure in place at this point, but Mr. Hickey will be looking into setting something up for next year. Mr. Copeland moved to allow the use of the baseball fields this year on a no fee basis and to reassess next year after Mr. Hickey has viewed how the fields have been maintained. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey stated that going by the replacement window plan for both the Ranger House and the Gifford House, he would like to replace five windows at the Ranger House at a cost of \$1,510, which would leave five windows remaining to still be replaced. Mr. Hickey stated that he would like to replace twelve windows at the Gifford House at a cost of \$4,361. Mr. Canada moved to approve the expenditure of \$1,510 for windows at the Ranger House, and \$4,361 for windows at the Gifford House. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey stated the mower at Stevens Park has not been working and needs to be replaced for next season.

Mr. Hickey stated that volunteers are coming to the Park for United Way Day of Caring this Wednesday. They will be doing some painting and general cleaning.

Mr. Hickey then updated the Board on sports and summer programs.

Mr. Hickey stated that he will be attending a conference in Concord on September 17th.

Mr. Hickey stated that the part time seasonal help at the Park has resigned and they will need to find someone to finish out the six weeks left in the season.

Mr. Hickey stated there is an upcoming senior trip on October 1st and he anticipates spending approximately \$1,300 for the bus. Mr. Copeland moved to approve up to \$1,300 for the senior trip to Squam Lake. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey updated the Board on upcoming events and activities.

Mr. Hickey stated they are looking into installing a pump track for bicycles in the far corners of the fields at Stratham Hill Park next month. Mr. Hickey stated that the Baseball Board has requested to extend the base path on the upper fenced field from sixty feet to seventy feet.

Mr. Hickey presented a reservation request from Mariah Eldridge to use the Front Pavilion on September 14, 2013. Mr. Copeland moved to allow the use and to charge a fee of \$75.00 since the smaller pavilions are already booked. Mr. Canada seconded the motion, which passed unanimously.

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 9:41 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the nature of the items discussed. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada then announced that the Board agreed to transfer current employee Stacey Grella from the Executive Assistant position in the Selectmen's office to the Administrative Assistant position at the Police Department full time.

HIGHWAY DEPARTMENT: Highway Agent Colin Lavery was present at the meeting and stated the Bunker Hill Commons project is going well and they are making great progress. They will complete the paving of Bittersweet Lane and Market Street tomorrow.

Mr. Lavery stated that the Gifford Farm Road traffic management plan is still ongoing. He stated that he is meeting with Police Chief John Scippa and the SMS School Board to discuss possible grant funding.

Mr. Lavery then updated the Board on the status of road reconstruction projects. They will be doing Laurel Lane, Stratham Hill Park, and are currently working on the Municipal Center.

Mr. Lavery reported that the clean-up at the Highway Garage is ongoing.

Mr. Lavery stated they expect delivery on the new Terra Star truck next Monday.

Mr. Lavery stated they just received their order of treated salt today. He stated he will now calibrate all the sanders because they will be using less salt. Mr. Lavery stated he has also been reviewing the snow plow routes and will be making minor adjustments.

Mr. Lavery updated the Board on some upcoming projects.

Mr. Lavery updated the Board on the Municipal Center parking lot improvements.

Mr. Lavery then explained in detail some truck and tire repairs needed for this year. He stated the Town will be receiving a reimbursement from FEMA for the February 8, 2013 storm in the amount of \$37,893.22, of which the Town will receive 75% of, for an amount of \$28,419.92.

Mr. Lavery stated he is requesting to purchase a total of twelve truck tires at a cost of \$6,720.80, which will overdraft the account by \$3,588, but will be offset by the FEMA money. He stated there are some other repairs that can be put off for a little bit longer. Mr. Copeland moved to allow Mr. Lavery to overspend that line in the budget and to cover the expenses totaling \$6,720.80 knowing the FEMA reimbursement will be going into the General Fund. Mr. Federico seconded the motion, which passed unanimously.

The group then discussed a proposed median guardrail system along Route 101 from NH DOT.

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:

Andrea Morris requested the use of the Park on September 22, 2013 for a picnic. The request was approved.

Robyn Gillis requested the use of the Municipal Center on October 18, 2013 for a birthday party. The request was approved.

Nicole Gallentine requested the use of the Park on September 15, 2013 for a birthday party. The request was approved.

Liana Verna requested the use of the Park on September 28, 2013 for a birthday party. The request was approved.

Lucy Hopping requested the use of the Municipal Center on October 10th for a soccer team event. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Matt Larrabee requested to use the Firehouse on October 22, 2013 for an anniversary party. Mr. Copeland moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Laura Batchelder requested the use of the Park on October 9, 2013 for the SMS cross country race. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Tracy Hall requested the use of the Firehouse on various dates for Girl Scouts meetings. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Shelley Blood requested the use of the Firehouse on various dates for Cub Scouts meetings. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Raji Sreenivasan requested the use of the Municipal Center on September 28, 2013 for a birthday party. The request was approved.

ADMINISTRATION:

Mr. Deschaine presented the Board with some funding sources within the current budget which have not been used and could be diverted for the traffic management plan on Gifford Farm Road. The Board agreed to wait until next week to make a decision.

Mr. Deschaine stated the ten year plan for the NH DOT is going through its final approval process. It appears before the Governor's Advisory Commission on Intermodal Transportation (GACIT) at a hearing scheduled on various dates.

Mr. Deschaine presented an Intent to Cut application to the Board for a lot at 70 Winnicutt Road. Due to some miscommunication, the cutting had already taken place. The timber tax is \$247.00, however, there is an outstanding balance on the property taxes of \$2,912.61, which allows the Board the opportunity to set a bond for payment on the timber tax. The Board did not see a need to set a bond.

Mr. Deschaine stated the Household Hazardous Waste collection is scheduled for Saturday, October 5th, and they are looking for volunteers to assist.

Mr. Deschaine stated he received a questionnaire for towns to report their populations, miles of road, highway budget information, etc. The information showed that Stratham comes into the middle point compared to what other communities are paying per mile. There is a question on if this is 0.5 miles, which would double the amount. Mr. Lavery and Mr. Deschaine will look into this matter.

NEW BUSINESS:

The group then discussed HB 283 on reviewing the Hearing Officer's report regarding the LGC matter and the commission's upcoming hearing.

At 10:42, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella
Executive Assistant