

MINUTES OF THE JULY 7, 2014 BOARD OF SELECTMEN'S MEETING

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

At 7:34 pm, Mr. Canada opened the general meeting of the Board of Selectmen.

Mr. Canada acknowledged and welcomed State Representative from Hampton, NH, Chris Muns who was in attendance at the meeting.

TREASURER'S REPORT: Deb Bronson reported that there is \$11,364,198.06 in the general checking account.

SECRETARY'S REPORT: Mr. Copeland moved to approve the amended minutes of the June 30, 2014 meeting. Mr. Federico seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

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

Mr. Lavery reported that Kramer Electric has installed flood lights on the Municipal Center, replaced a few wall packs, and replaced all florescent bulbs with LED bulbs under the awning. The light poles and fixtures are scheduled to be installed next week.

Mr. Lavery reported that at the cemeteries there have been plantings that go against the cemetery regulations and Mr. Lavery asked the reporter present to post in the local newspaper a reminder to all lot owners that in accordance with the regulations governing public cemeteries in the Town of Stratham, which were updated January 30, 2014 and effective April 1, 2014, that the planting of trees and shrubs on cemetery lots is not allowed. The regulation has been in place since April 2011 and if trees and shrubs are planted, they will be removed by the Highway Department. Mr. Lavery stated that there are several existing shrubs that have died and others that are overpowering many lots, specifically at Maple Lane Cemetery. They will be removed by the Highway Department next week. Mr. Lavery requested that the Board put this information in their next newsletter.

Mr. Lavery reported that the Highway Department is on schedule with paving and crack sealing and will continue through August 1, 2014. Mr. Lavery reported that they are under budget by approximately 700 tons of material and will focus on a few more roads to spread that pavement.

Mr. Lavery reported that the Highway Department is involved with the Stratham Fair by picking up some trailers and will provide the Fair with whatever assistance they need during the Fair.

Mr. Lavery reported that he met with Chief Scippa, Seth Hickey, and a representative from Rockingham County Dispatch at Stratham Hill Park to discuss tree removal and pruning to be done after the Stratham Fair.

Mr. Lavery reported that the cylinder in truck #9 is being repaired. He also budgeted to have the truck painted and some body repair done.

Mr. Lavery reported that the Highway crews are working to install gravel shoulders throughout the Town. The Department has also been doing roadside mowing which will be ongoing through July.

Mr. Lavery reported that the current focus items are weekly maintenance, electrical installs, roadside mowing, gravel shoulders, cemetery project, and road maintenance and paving. The ball field project is scheduled to start late summer.

Mr. Lavery reported that he has been researching machinery for the potential Town Center sidewalks which are part of the State Transportation Enhancement Grant. Mr. Lavery reported that as part of his research he talked to multiple Towns to discuss what machinery they use and get their opinion on the quality of what they use. Mr. Lavery reported that he liked the Bobcat A770 with a Side Walk snow blower attachment because it could be used to clear sidewalks, roadside mowing, and various road sweeping through Town., It can also be used at the cemetery, for general purpose landscaping and grading work, and for snow removal. Mr. Lavery stated that he would like to put the cost in his 2015 budget. The cost for this machine is \$99,699. Mr. Copeland asked what the cost to lease the machine would be. Mr. Lavery stated that there are options to lease or to rent-to-own. Mr. Canada stated that Mr. Lavery would need to present this to the Budget Committee during the 2015 budget talks.

Mr. Canada stated that he looked at the lighting proposal from last fall and compared it to the current proposal and thanked Mr. Lavery for saving the Town \$13,419 on the lighting project.

PARKS & RECREATION: Director Seth Hickey was present at the meeting to update the Board on his Department's activities.

Mr. Hickey reported that at Stratham Hill Park last week there was a baseball tournament, and the championship game will be played this Friday, July 11th. Mr. Hickey reported that preparations for the Fair are going well and communications with the directors have improved. Mr. Hickey reported that the electrical line at the stage has been repaired. Mr. Hickey said he is going to plan a meeting with the Park Association and the Conservation Commission to discuss the forest management plan to set goals and priorities before we contract with a forester.

Mr. Hickey reported that at Stevens Park a location for the bench and tree installation has been selected. The tree will be planted in the fall. Mr. Hickey reported that they are replacing the skin on the canopy which is a temporary structure; it was damaged in a wind storm last month. It will be installed before the soccer camp begins. Mr. Hickey reported that he spoke with the Soccer Board and they have asked him to look into costs for replacing the existing shed at Stevens Park. Mr. Hickey reported that the irrigation shed is about 9 years old and needs to be replaced. He is researching the cost to consolidate both buildings into one.

Mr. Hickey reported that soccer registration will open at the end of this week for the fall season. Mr. Hickey reported that summer camp started at Stratham Memorial School today and there are 60 kids enrolled this week. Next week is soccer camp, then Lacrosse camp and a few other sports camps throughout the summer.

Mr. Hickey reported that the summer series in the Park will start this Friday with *Wayne From Maine*. Mr. Hickey reported that on September 21st there will be a fall concert at Stratham Hill Park. He is working with Jeff Gallagher who is helping coordinate the bands and a nationally recognized group, "The Alternate Roots," who will be the headlining act. Mr. Hickey submitted a contract for the Board's approval for The Alternate Roots in the amount of \$2,500, which will be paid out of the special events budget line item. Mr. Canada stated that the Board will look over the contract before signing it, and will get back to Mr. Hickey at a later date.

Mr. Hickey reported that he has two senior trips scheduled in August. On August 5th they will go to Cabbage Island in Boothbay, Maine, and on August 26th they will go to Castle in the Clouds. The trip for August 5th will not exceed \$2,500 and the trip on August 26th will be \$1,200. Mr. Copeland moved to allow Parks and Recreation Department to spend \$2,500 for the trip on August 5, 2014 to Cabbage Island, and \$1,200 for the trip on August 26, 2014 to Castle in the Clouds. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey reported that on Thursday, July 24, 2014 bike racing will begin. It will be on four consecutive Thursday evenings ending August 14, 2014. He requested the Board approve extending his summer crew's hours to work this event. The money to pay the staff will come from the proceeds from the race. Mr. Canada moved to allow Mr. Hickey to use his paid staff and for the funds to come out of the proceeds from the race. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey reported that John Sapienza has purchased a light for the skating rink for \$552.18. Mr. Hickey stated that there will be additional costs associated with the lighting and he had hoped to get a complete proposal for it. He was not aware of the purchase until he received an invoice for the light. Mr. Canada asked who authorized the purchase. Mr. Hickey stated that he would have a conversation with Mr. Sapienza and do some research on the skating rink lighting purchase.

Mr. Deschaine asked Mr. Hickey if the Fair does a certain amount of maintenance in anticipation of the Stratham Fair at Stratham Hill Park, in particular the extinguisher systems and the hoods on the food shacks. Mr. Deschaine stated that he recalls that there was an agreement for some cost-sharing proposal and he wanted to confirm with the Board that they still support that type of share and, if so, we can authorize payment of that bill, and if not, we need to have a discussion with the Fair. Mr. Copeland stated that he believes that is what we did last year and the year before. Mr. Canada and Mr. Federico concurred.

Mr. Deschaine asked Mr. Hickey if he received a quote for the basketball court. Mr. Hickey stated that he is meeting with another company tomorrow. He has one quote from Tri-State to paint for \$850, and Bell & Flynn for the overlay paving at a cost of \$5400. Mr. Hickey will meet with Advanced Tennis who did the Stevens Park tennis courts to get additional options and costs.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week. Mr. Canada reported that Michael Perfit is resigning his position on the Public Works Commission because he is moving out of Town. Mr. Canada thanked him for his many years of service to the Town of Stratham.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Park permits and Municipal Center rentals were discussed and acted upon:

Pat Polzella requested use of the Stratham Hill Park 4H Pavilion on August 10, 2014 for a church function. The Board approved the request.

Mario Izzo requested use of the Stratham Hill Park Scamman Pavilion on August 17, 2014 for the Exeter Area Lions Club. The Board approved the request.

Megan Bishop requested use of the Stratham Hill Park Scamman Pavilion on September 27, 2014 for a birthday party. The Board approved the request.

Angela Silver Dannar requested use of the Municipal Center on July 26, 2014 for a baby shower. The Board approved the request.

ADMINISTRATION: Mr. Deschaine reported that he met with Joyce Charbonneau to work on her department's revised job descriptions. He presented them to the Board for their review and will discuss them at the next Board of Selectmen meeting.

Mr. Canada asked Mr. Deschaine for an update on the staff committee to review job descriptions. Mr. Deschaine stated that it was discussed at the department head staff meeting. It was decided at that meeting to recruit staff members to be a part of the committee, and an email will go out to the employees this week.

At 8:31 pm, Mr. Canada moved to go into a non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 8:39 pm, Mr. Canada moved to come out of the 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. Federico moved to authorize the Selectmen and the Town Administrator to park with the Fire Department vehicles at the Stratham Fair at the Portsmouth Avenue gate. Mr. Copeland seconded the motion, which passed unanimously.

At 8:41 pm, Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant