

MINUTES OF THE SEPTEMBER 15, 2014 BOARD OF SELECTMEN'S MEETING

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

At 7:14 pm the Chair moved to go into a non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 7:25 pm the Chair 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.

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 of the regular meeting on September 8, 2014. Mr. Federico seconded the motion, which passed unanimously.

TREASURER'S REPORT: Treasurer Deb Bronson reported that there is \$5,812,370.84 in the general checking account.

DEPARTMENT REPORTS:

POLICE DEPARTMENT: Chief Scippa reported that the dog warrant return was made to the Board on August 31, 2014 – no summonses were issued and no dogs were seized. All dog owners are in compliance with the licensing for this year.

Chief Scippa reported that the Stratham Police Department conducted Active Shooter training at the Cooperative Middle School about three weeks ago. Four area departments were training together with a classroom portion, some practical exercises, and actual scenario training using simulation equipment. The Officers' who put together the training did a fantastic job and it was well received by all participants.

Chief Scippa reported that members of the Police Department just completed training with IMC (computer software that we use for records management). The training was well received and was a great value to the participants.

Chief Scippa reported that tomorrow, September 16, 2014, the Stratham Police Department will be hosting "Coffee With a Cop" at the Wiggin Memorial Library from 9:30 am – 11:00 am. "Coffee With a Cop" is a national initiative to create opportunities for Police Officers to meet with community members in a relaxed atmosphere.

Chief Scippa reported that he will be meeting with the Stratham Fair Committee this Wednesday, September 17, 2014, for a recap of this years' Fair.

Chief Scippa reported that the Stratham Police Department will participate in a school safety meeting on September 23, 2014 with representatives from all the SAU16 districts. This will be the first meeting in a series of meetings for this school year; however, we have been working for the last two school years moving school safety topics forward, honing response plans, and checking and upgrading facilities.

Chief Scippa reported that he will be presenting a Workplace Violence class for a Library conference that is being hosted by Wiggin Memorial Library this Thursday, September 18, 2014. There will be Librarians from all over the state of New Hampshire.

Chief Scippa stated that the Grad student who has been the records management intern for the Town Municipal Center has done an excellent job; he brought a lot of knowledge and energy to the job and was outstanding to work with. Based on his work the Police Department will destroy a lot of old records that no longer need to be retained. In the next two weeks a company will come to the Police Department to shred those documents.

Chief Scippa reported that the Police Department will participate in the next Drug Take Back Program scheduled for September 27, 2014. This program is sponsored by the DEA, and it provides opportunities for the Police Department to receive unwanted prescription drugs in residents' homes which may be brought to the Police Station to turn over to the DEA.

Mr. Federico asked if the Grad student developed an SOP for records retention. Chief Scippa stated that he followed the state statute that covers the retention of records for all Municipalities and the departments within those Municipalities. Through his work, the Intern came over to the Police Department and did an audit of what we currently retain – based on his audit and the recommendations that he presented, we compared it to the state statute and are now ready to get rid of the paper that we do not need to retain.

Mr. Canada asked if the Chief was asked about the lighting on Jack Rabbit Lane. Chief Scippa stated that Mr. Deschaine had asked him if the Police Department had any concern about turning the street lights off on Jack Rabbit Lane and my response to him was we are not having any problems there because those areas that are well lit tend not to allow nefarious behavior to occur – if an area is well lit it is pretty easy for us to keep an eye on things, when those lights go out it may be a little more inviting for someone to drive down there. Chief Scippa did ask Mr. Deschaine what the thought was behind turning the lights off. Mr. Canada stated that during the Fair the lights are turned on, and the question for us is do we want to keep them on all year long. We have a policy of only lighting the very busiest of intersections, and we do not think that street qualifies. Mr. Canada stated that perhaps at the Gifford Barn we could put up a light on our own which would be less expensive than having Unitil turn their lights on and off for us. Mr. Federico stated that we do not light any other streets and he sees no reason to have them on. Mr. Federico moved to authorize Paul Deschaine to get the street lights turned off on Jack Rabbit Lane. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Copeland asked if there were any bids on the Tahoe. Chief Scippa stated that there were no bids and he would be happy to put an ad on propertyroom.com. Mr. Canada asked what the minimum amount was on the Tahoe. Chief Scippa stated it was \$3,000. Mr. Canada moved to

relist the Tahoe on Craig's List with a starting bid of \$1,500. Mr. Copeland seconded the motion, which passed unanimously.

NEW BUSINESS: Jay Diener with the Great Bay Stewards requested the use of the Stratham Hill Park Front Pavilion and parking lot on October 25, 2014 from 6:00 am – 9:30 am for registration and packet pick-up for a Great Bay 5K road race (fundraiser for the Great Bay Discovery Center). Chief Scippa said he is working with the group and has no concerns. Mr. Federico moved to allow the Great Bay 5K race as scheduled on October 25, 2014. Mr. Copeland seconded the motion, which passed unanimously.

DEPARTMENT REPORTS CONTINUED:

FIRE DEPARTMENT: Chief Rob Cook was present at the meeting to update the Board on his Department's activities. He reported the EMS conference will be in October and he requested the Board's permission to have Derek Hall work with Valerie Kemp to schedule the rooms and classes, and to pay the invoices. The Board approved the request.

Chief Cook reported that there will be a pancake breakfast, open house and blood drive at the Firehouse on October 5, 2014. The breakfast will be on a donation basis and the Ladies Auxiliary is sponsoring the blood drive. Chief Cook reported that October 5th is the start of Fire Prevention week.

Chief Cook stated that they are working on getting quotes for a new ambulance. We have been working with an ambulance service in Maine. He asked the Board if they need to come before the Board with a couple quotes or can come before the Board with the reason why they like one quote versus the other companies that are out there. Mr. Copeland stated that they can do whatever they are comfortable with, the funds to purchase the ambulance come from insurance companies and not taxpayer dollars. Mr. Canada stated that he agrees with Mr. Copeland since this is not a purchase with taxpayer money but with money that was earned by the Fire Department members. Mr. Copeland asked what company they are working with. Chief Cook stated it is Sugarloaf Ambulance Company in Maine – they will come and do service at your station and if they cannot fix the problem they give you a loaner they leave with you. Currently we have to drive our ambulances two hours away with no back-up ambulance.

Chief Cook reported that there have been 394 runs so far this year and last week there were 20 calls; 6 were ambulance calls that we did not have coverage for. Matt Larrabee and Chief Cook will meet with the Greenland Fire Chief to learn more about paid on-call fire department systems.

Mr. Federico asked about the Fair Committee report. Chief Cook stated that Francisco Marin is the Chairman of the Committee and he will be presenting the final Fair numbers to the Board of Selectmen. Chief Cook stated that he will contact Mr. Marin about coming before the Board with the Fair report. Chief Cook stated that Vicky Avery stepped down as director and they will be looking for another director.

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.

Don Mackay requested the use of the Stratham Hill Park Scamman Pavilion on September 20, 2014 for a family picnic. The Board approved the request.

Easter Seals requested use of the Municipal Center Meeting Room A on multiple dates throughout the year until July 1, 2015 for an Easter Seals Non-Profit Art class for individuals. The Board denied the request stating that it is too excessive.

Coralie O'Brien requested the use of the Firehouse on September 29, 2014; October 13, 2014; October, 27, 2014; November 24, 2014; December 8, 2014; and December 22, 2014 for Girl Scout Troop meetings. Mr. Copeland moved to approve the request and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

AnnMarie Powers requested the use of the Stratham Hill Park Scamman Pavilion on October 25, 2014, and requested to have Wildlife Encounters as part of the party. Mr. Canada moved to allow the use of the park and to let Wildlife Encounters participate as long as they prove they have liability insurance. Mr. Federico seconded the motion, which passed unanimously.

NEW BUSINESS CONTINUED:

The Board opened the sealed bids for heating fuel. The following information is on the bid sheet: Propane Option #1 – Incremental price above wholesale (delivered), Propane Option #2 – Guaranteed fixed price (delivered) and Heating fuel oil. Hartmann Oil & Propane bid for propane option #1 \$.35 per gallon over base, propane option #2 \$1.788 per gallon, and for heating fuel oil \$3.16 per gallon. Eastern Propane & Oil bid for propane option #1 \$.42 per gallon, option #2 \$1.69 per gallon, and for heating fuel oil \$3.49 per gallon. Palmer Gas Ermer Oil bid for propane option #1 BPN Selkirk principal average plus \$.51 per gallon, option #2 \$1.78 per gallon, and for heating fuel oil \$3.299 per gallon. Dead River Company bid for propane option #1 landed cost plus \$.34 for a total of \$1.6875 per gallon, option #2 \$1.799 per gallon, and for heating fuel oil rack plus \$.20 for a total of \$3.099 per gallon. Proulx Oil & Propane bid for propane option #1 \$.5744 per gallon, option #2 \$2.0866 per gallon, and for heating fuel oil \$3.2841 per gallon. Downeast Energy bid did not quote option #1, option #2 \$1.77 per gallon, and for heating fuel oil \$3.13 per gallon. The Board discussed the various options and stated that they would like to look over the bids and make a decision at the next Board meeting. Mr. Canada stated that he likes the rack price option and that the focus should be more on the propane cost and not as much the oil because the Town uses more propane.

The Board opened the bids for the sale of the surplus Bobcat mower. Brenden Lee made a \$1,065 offer, Bill (no last name provided) made a \$900 offer, and Tool Crib Rental, Inc. offered

\$1,200 in trade credit. The Board will talk with Highway Agent Colin Lavery to see if he would be interested in a trade credit and then the Board will make a decision on the Bobcat mower bids.

The Board received a raffle permit application from the Wiggin Memorial Library on October 9, 2014 for a set of books by local author, Ariele Sieling. The reason for the raffle is author promotion and support for the Library. Mr. Copeland moved to approve the raffle application. Mr. Federico seconded the motion, which passed unanimously.

At 8:23 pm Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant