

MINUTES OF THE OCTOBER 6, 2014 BOARD OF SELECTMEN'S MEETING

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

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

TREASURER'S REPORT: Deb Bronson reported that there is \$5,679,870.30 in the general checking account.

SECRETARY'S REPORT: Mr. Federico moved to approve the amended minutes of the September 22, 2014 meeting. Mr. Canada seconded the motion, which passed unanimously. Mr. Federico moved to approve the amended minutes of the September 29, 2014 meeting. Mr. Canada 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 activity.

Mr. Lavery reported that he is still waiting to purchase the waste oil furnace stating that he has received bids from Arrow Equipment and Dirigo Waste and will have a full proposal to present to the Board next month. Mr. Lavery reported that he is waiting to hear from the State to see if we are eligible for the grant he had previously discussed. The applications are in final review and he is hoping to hear something in the next couple of weeks.

Mr. Lavery reported that the Cemetery improvements are ongoing. The crews are fixing many Cemetery markers and headstones that are leaning or have fallen over. The crews just completed aerating all Cemetery and Municipal grounds and have applied the last round of fertilizer. The crews will be working in the Cemetery for the next few weeks continuing these improvements.

Mr. Lavery reported that the ball field construction behind the Municipal Center is complete. A 54,000 square feet recreational area was constructed including 9 parallel parking spaces, a 1,170' walking path, and a new playground with some surplus playground equipment that we had. The project turned out very nice.

Mr. Lavery updated the Board on the Stratham Hill Park radio communication tree removal and pruning project stating that he met with Urban Tree Service to discuss the scope of work to be done. Mr. Lavery provided the Board with a cost break down between Rockingham Dispatch, the State Police, and the Town of Stratham. The project will be completed in two Phases and the purpose is to trim trees that are interfering with the emergency communications. Mr. Canada moved to allow Phase II of the plan, which was newly presented this evening and consists of cutting a power cable path, as long as Mr. Lavery oversees the project to selectively cut the minimum amount as possible. Mr. Federico seconded the motion, which passed unanimously.

Mr. Lavery updated the Board on the Municipal Center lighting stating that the work has been completed and Kramer Electric is working on sending the invoices to Unifirst for the rebates. This should be completed by October 27, 2014.

Mr. Lavery reported that the Highway Department crews attended the Public Works Expo on September 17, 2014 and will attend several training sessions with the UNH T2 program during this winter season.

Mr. Lavery reported that the Highway crews graded all excess fill materials by the tennis courts at Stevens Park. Mr. Lavery reported that all excess suitable fill has been moved near the wood chip storage area. Compost will be moved from the Transfer Station to the Highway garage by November 11, 2014.

Mr. Lavery reported that they have been looking at potential sidewalk plows for the Town Center sidewalks; he is looking at a variety of types of sidewalk plows and talking to other Towns to see what they use and their satisfaction with it. Mr. Lavery is looking at preliminary design to see if the Highway crews can save time and money from the preliminary cost estimate.

Mr. Lavery reported that the Department trucks will be serviced so that they will all be in good condition for the winter season. Mr. Lavery reported that the contract with Unifirst will expire in March 2015 and he is looking into a new uniform plan to present to the Board next month.

Mr. Lavery reported that he continues to provide comments to review plans submitted by the Rollins Farm subdivision. Mr. Lavery reported that the Highway Department crews will go back to the 5-day, 8-hour shifts due to current projects and lack of daylight.

Mr. Lavery reported that the Highway Department will continue to do their weekly maintenance. Road side mowing will be done one more time this season, pruning will continue until the winter. The Department will do some catch basin rebuilding throughout Town. Shoulder work throughout Town will be assessed for gravel edges and/or cold patch.

Mr. Federico thanked Mr. Lavery because he brought an issue to his attention and Mr. Lavery had it fixed right away. Mr. Deschaine stated that Mr. Lavery will bring the Tahoe and other items to Concord for the State auction.

Mr. Deschaine reported that there are 4 HVAC units that need repair or replacing. Mr. Deschaine presented three proposals that deal with cracked or rusted-through heat exchangers. The one at the Public Works Garage is a 4-ton unit and needs a new heat exchanger and the quote from Dowling is \$1,682. There is one unit at the Police Department that needs repair - there is not a quote at this time for that one but stated it could be over \$3,000. There are two units at the Municipal Center that need repair at a cost of \$1,082 each. Mr. Deschaine asked Dowling for the cost of replacing the 2 units at the Municipal Center instead of repairing them; a rough estimate is between \$7,000 - \$7,600. Mr. Canada stated that it would be a good idea to have a second opinion and get another quote. Mr. Federico stated that we should get another opinion and fix the heat exchangers and not replace the units for a couple of years. Mr. Deschaine stated that if the heat exchangers are fixed, it should last four years and then we could

plan to replace them. Mr. Canada moved to authorize Mr. Deschaine to engage the services for the heat exchanges not to exceed \$8,100 for all four units. Mr. Federico seconded the motion, which passed unanimously.

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: Beverly Connolly requested the use of the Municipal Center Meeting Room A on May 2, 2015 for the Seacoast Republican Women's Craft Sale. The Board approved the request.

Susan Canada requested the use of the Municipal Center Meeting Room A on December 4, 2014, January 15, 2015, February 19, 2015, March 19, 2015, April 16, 2015, and June 28, 2015 for the Exeter Area Garden Club meeting. Mr. Canada moved to allow the request and to waive the fee because they are a non-profit organization and they maintain the Veteran's Gardens at Stratham Hill Park. Mr. Federico seconded the motion, which passed unanimously.

Noreen Anderson requested the use of the Municipal Center Meeting Room A on November 22, 2104 for a birthday party. The Board approved the request.

ADMINISTRATION: Mr. Deschaine stated that there is quote to replace three windows at 28 Bunker Hill Avenue for a cost of \$1,919. Mr. Canada moved to spend \$1,919 to replace the windows. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine reported that the Planning Board has nominated Chris Merrick to serve as the Planning Board's representative on the Heritage Commission. Mr. Canada moved to appoint Chris Merrick to the Heritage Commission. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated that next week is Columbus Day and there will not be a Board of Selectmen meeting. He asked the Board how they would like to reschedule the Department Reports for the remainder of the month. Mr. Canada stated to have the Police Department report on the 20th and Fire Department on the 27th.

Mr. Deschaine reported to the Board that Rockingham County has asked the Town of Stratham if we are interested in joining them in a cooperative effort for the purpose of putting together an RFP for supplier of electricity. The reason is to bundle electrical loads the County and the Cooperative have as well as the communities within the Cooperative into one electrical generator of service. Mr. Deschaine stated that the advantage would be that our electrical load will be viewed by more providers and the cost would be more competitive. Mr. Federico asked how this proposal affects our current contract with North America. Mr. Deschaine stated that our current contract expires in December of this year. Mr. Canada moved to authorize Mr. Deschaine to sign the RFP and negotiate what needs to be negotiated. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated that he validated the RFP's for the auditor. The Board then discussed the options for the Auditor. Mr. Canada moved to go with Vachon Clukay & Company. Mr. Federico seconded the motion, which passed unanimously.

At 8:41 pm Mr. Canada moved to go into non-public session to discuss a personnel issue. Mr. Federico seconded the motion, which passed unanimously.

At 8:52 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. Federico seconded the motion, which passed unanimously.

DEPARTMENT REPORTS CONTINUED:

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 they are ready to replace the last section of windows at the Ranger House; the cost will be \$1,242. Mr. Canada moved to allow Mr. Hickey to spend \$1,242 for the window replacement. Mr. Federico seconded the motion, which passed unanimously. Mr. Hickey reported that the water system at Stratham Hill Park will be shut down for the winter the week of October 20, 2014.

Mr. Hickey reported that they put rescue zones in the Park for the Fire Tower 5K which was held September 21, 2014 and will be using them for the Gordon Barker Race on October 19, 2014. The rescue zones are set up so that rescue workers will know where they can access participants if necessary. Mr. Hickey reported that there is ongoing discussion on the view shed management and he will meet with the Conservation Commission this week to further discuss it with them.

Mr. Hickey reported that at Steven's Park the memorial bench and tree previously discussed have been installed. The irrigation system will be shut down for the winter soon.

Mr. Hickey reported that fall softball is going well. The soccer program is off to a great start and is very popular. The soccer Board is dissolving and we will need to reorganize it as three of the four members are resigning. Mr. Canada suggested that Mr. Hickey let other parents know and ask for volunteers for a new Soccer Board. The basketball Board will meet tomorrow night, registration is now open.

Mr. Hickey reported that coordinator for the Pat's Peak ski program will not be returning this year so Cantrece Forest will assist as coordinator for the ski program. Mr. Hickey reported that the Gordon Barker bike race is October 19, 2014 at Stratham Hill Park.

Mr. Hickey reported that there will be a "Feed the Need" 5K on November 15, 2014 at the Municipal Center. The race will start at the Municipal Center, run down Bunker Hill, do a loop on Russell Drive and then come back to the Municipal Center. Mr. Hickey talked with Chief Scippa about the race and he does not have any issues with it. This is a fundraiser for *End 68-*

Hours of Hunger. This was a successful event last year with almost 200 runners and this year we anticipate about 300 runners.

Mr. Hickey reported that the next senior trip will be on December 13, 2014 to see the Portland Symphony Orchestra perform the *Magic of Christmas*.

Mr. Canada asked Mr. Hickey about the banner proposal from Convenient MD. Mr. Hickey stated that he has spoken with the Recreation Director at Exeter and is also asking other Recreation Directors and is collecting the data from them. Mr. Canada asked the Board if they are in favor of letting Convenient MD know that they are not interested in the banner offer at this time. Mr. Federico stated that we are not interested in the banner program as was proposed however, we would be willing to have a scaled down version of it and they should work with Mr. Hickey on a new proposal.

Mr. Canada asked about a donation from the radio club that uses the top of Stratham Hill. Mr. Hickey said he would confirm with Val that the money went into the Rec Revolving account and that the funds would be used to buy tools for Kim for the Park, as intended.

Mr. Canada also asked about the proposal to rent ball fields to Seacoast United at a cost of \$75.00 per hour. Mr. Hickey said he did not think they would be renting the fields.

At 9:18 pm Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant