

MINUTES OF THE DECEMBER 1, 2014 BOARD OF SELECTMEN MEETING

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

At 7:02 pm Mr. Canada moved to go into non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 7:26 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.

At 7:35 pm the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Treasurer Deb Bronson reported that there is \$2,401,470.34 in the general checking account.

NEW BUSINESS: Building Code Enforcement Officer Audrey Cline came before the Board to report that the vehicle she drives has rust that needs to be repaired and she got one quote for \$4,000 and asked the Board for direction. Mr. Canada stated that he would like to see more estimates before making a decision.

DEPARTMENT REPORTS:

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 there are buildings that need roof replacement. the Front Pavilion is leaking; the Ranger House needs repairs; the 4-H bathroom roof needs replacement; and the baseball concession stand roof will need attention soon. Mr. Hickey will make a request to the budget committee for inclusion in next year's budget. Mr. Hickey reported that the Forest Management Committee will meet on December 12th and all members are able to attend. Mr. Hickey reported that the ice rink is holding water and it should be fine. Mr. Hickey reported that he has received a request for a beer festival in 2015 from a group who are looking for a Seacoast venue. The Board is not in favor of allowing this event since it is a commercial endeavor.

Mr. Hickey reported that at Stevens Park they will be doing some crack sealing next year. The Highway Department will include the work with their own ongoing crack sealing work.

Mr. Hickey reported that the Soccer Board has decided not to have a travel soccer program next year. There is some discussion that another group in Town is forming a soccer travel program that will not be through the Recreation Department. Mr. Hickey reported that the basketball program is underway and is going well.

Mr. Hickey reported that he has a meeting on Thursday at Pat's Peak and we have over 100 kids in that ski program this year. Mr. Hickey reported that we had 140 runners in the "Feed the Need" race on November 15th. The senior trip to Portland will be December 13, 2014. There are 38 people signed up and there is space for two more people to attend.

Mr. Hickey reported that he would like to hire Cantrese Forest for the Program Coordinator position in his department as the two and one-half month trial has been a great success. Mr. Copeland moved to allow Cantrese Forest to be the Program Coordinator for the Recreation Department. Mr. Canada seconded the motion, which passed unanimously.

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

Mr. Lavery stated that currently his Department has uniforms provided by Unifirst and the contract expires on March 1, 2015. He has written several letters of deficiencies to Unifirst about the poor performance of their service. Mr. Lavery looked into several providers and presented the Board with a quote from G&K Services and would like to have them provide the uniforms for \$3500 annually. Mr. Copeland moved to go with G&K effective January 1, 2015 and to terminate the contract with Unifirst based on their poor performance. Mr. Canada seconded the motion, which passed unanimously.

Mr. Lavery reported that the crack sealing program for the year is now complete. Mr. Lavery stated that his crews are working on minor repairs needed due to the Thanksgiving snow storm. Things went well with the snow clean up. Truck No. 7 is having its ABS system looked at by Seacoast Truck Repair and its air over hydraulics system repaired by H.P. Fairfield.

Mr. Lavery reported that he finally heard back from the State Police regarding tree pruning/removal for the radio communication signals at Stratham Hill Park. They approved the expense but in the meantime the County has implemented a spending freeze putting their share into question. Mr. Lavery recommends that we wait until May when the foliage comes out so that we can see what needs to be trimmed.

The Highway crew attended a culvert maintainer certification through the UNH T2 program last month. Because we are certified we no longer have to pull a permit with DES to maintain and rebuild a culvert that is 48" in diameter or less.

Mr. Lavery reported that the Highway crews will continue on various tree pruning and removals through this winter. There were several limbs that came down during the storm last week and we are working to clean them up. Mr. Lavery reported that the cemeteries have officially closed for the winter.

Mr. Canada asked about the No Parking signs on Market Street. Mr. Copeland stated that we should wait until all of the homes are built and the playing fields are being used to see if we need such signs. The Highway Department has, in the meantime, taken them down.

Mr. Lavery requested that the Board put information in their next e-newsletter alerting the Town that the winter parking ban is now in effect and the transfer station is now operating on the winter schedule.

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:

Shannon Warren requested use of the Municipal Center Meeting Room A on December 10, 17, 24, and 31, 2014 for an Easter Seals Non-Profit Art Class and requested the fee be waived. Mr. Canada moved to approve the request and waive the fee. Mr. Copeland seconded the motion, which passed unanimously.

Joseph Berwanger requested use of the Morgera room on January 25, 2015, February 8, 2015, February 15, 2015, March 29, 2015, April 19, 2015, May 3, 2015 and May 17, 2015 for Boy Scout Troop 185 meetings and requested the fee be waived. Mr. Copeland moved to approve the request and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Joseph Berwanger requested use of the Municipal Center Meeting Room A on January 11, 2015, March 15, 2015, and April 12, 2015 for Boy Scout Troop 185 meetings and requested the fee be waived. Mr. Copeland moved to approve the request and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Joseph Berwanger requested use of the Stratham Hill Park – 4H Pavilion on October 4, 2015 for a Car & Bike Show. Mr. Copeland stated that he would allow this if it is for the Boy Scouts. Mr. Deschaine will look into it and bring it back to the Board.

William Bowley requested the use of the Stratham Hill Park – Front Pavilion on July 22, 2015 for a family reunion. The Board approved the request.

ADMINISTRATION: Mr. Deschaine presented the Board with The Town Clerk's budget summary for their information. Town Clerk Joyce Charbonneau was not present at the meeting but will appear before the Board at a future meeting to answer their questions.

Mr. Deschaine reported that the Department of Environmental Services has a program to test well water along Portsmouth Avenue from the Exeter town line to the Town Center for MtBE contamination. They sent letters to property owners who are not currently in a testing regime that test for VOCs. The Firehouse, 28 Bunker Hill Avenue, and the Municipal Center all are included in this program to have the water tested without a charge. Mr. Deschaine requested permission from the Board to sign up to have the water tested on the three properties. The Board approved the request.

Mr. Deschaine reported that next week is the annual Health Trust members meeting where they vote in a new Board of Trustees, and there will be a presentation on the new Smart Shopper Product that begins January 1, 2015. It is a consumer information program that is being offered to individual members and employees who are in the Trust and receive their care. Mr. Deschaine stated that he would like to send Valerie Kemp in his place and that she would be allowed to vote for the Trustees. Mr. Canada moved to allow Valerie Kemp to go in place of Mr. Deschaine and to vote for the Trustees. Mr. Copeland seconded the motion, which passed unanimously. Mr. Deschaine passed out a report from the Library showing that the rug at the entrance of the Library is damaged and stained due to tannins from leaves ground into the fabric and they would like to have it replaced with walk-off carpeting squares. They have gotten one proposal for \$4,000 to replace it and there is \$5,000 in the budget.

At 8:55 pm Mr. Canada moved to recess in order to go and look at the carpet.

At 9:05 pm the Board resumed the meeting. Mr. Canada moved, since we have money in the budget, to approve this plan to put walk-off carpeting, as proposed. Mr. Copeland stated that since the carpet is not that old we should have the cleaning company we use look at it and see if it can be cleaned before we spend money to replace it. Mr. Federico stated that he agrees with Mr. Copeland and thinks we should have Great Bay Carpet Cleaning look at the carpeting. Mr. Deschaine stated that he would contact the company and get their opinion. He noted that they had attempted to remove the stains in May when the carpets were last cleaned.

Mr. Deschaine reported that Building Code Enforcement Officer will give her report on the last Monday of this month and the Assessor will give her report on the 15th of this month, due to a scheduling conflict with the Building Code Enforcement Officer. The Board stated that since there are 5 Monday's in December, they will not meet on Monday, December 29, 2015.

NEW BUSINESS CONTINUED: Mr. Deschaine updated the Board on the progress of the Performance Evaluations Committee stating that the Committee has met several times over the last three months. The Committee has created a rating and performance evaluation form, and created a rating schedule and a point value system. Mr. Deschaine stated that a lot of training will be needed for the supervisors to use any evaluative tool. Lesley Kimball has been in contact with Primex who is willing to provide the training. The Committee recommends that we also provide an employee self-evaluation form as a component of the whole evaluation process.

At 9:23 pm Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant