

## **MINUTES OF THE OCTOBER 19, 2015 BOARD OF SELECTMEN MEETING**

**MEMBER'S PRESENT:** Board Members Tim Copeland, David Canada and Bruno Federico and Town Administrator Paul Deschaine.

At 7:32 pm Mr. Copeland opened the general meeting of the Board of Selectmen.

**TREASURER'S REPORT:** Ms. Bronson reported that the current balance was \$3,641,536.05.

### **FIRE:**

Chief Cook indicated that there was an EMS conference in North Conway in November and asked for permission to send six individuals to the conference.

Mr. Canada moved to allow six individuals to attend the EMS conference with the funds coming out of the EMS fund. Mr. Copeland seconded the motion, which passed unanimously.

Chief Cook stated they had responded to 540 calls so far this year.

Chief Cook stated that on October 30<sup>th</sup> they would be testing their hoses and asked for permission to order replacements for any hose that failed.

Mr. Copeland moved to authorize the purchase of any replacement hoses that were necessary. Mr. Federico seconded the motion, which passed unanimously.

### **RECREATION:**

Mr. Hickey stated that he had been approached by the co-chair of the Baseball Board about naming the Babe Ruth field after a family in town who had been very involved in the field construction. He continued that those people were Dan & Carol Sullivan. John Hopkins from the Baseball Board gave some background on the project and how much the Sullivans did for it. He continued that Carol was sick with ALS and they would like to have a ceremony to dedicate the field to them. Mr. Copeland stated that he concurred with the suggestion and that they were great people.

Mr. Copeland moved to name the Babe Ruth field the Dan & Carol Sullivan Field. Mr. Canada seconded the motion, which passed unanimously.

Mr. Hickey noted relative to the Gifford House that the painting of the exterior of the house was complete but there were some carpentry issues which he went over that needed to be addressed.

### **CODE ENFORCEMENT:**

Ms. Cline went over the permits that had been issued recently and the inspections that were completed.

Mr. Cline discussed that more homes were now having solar panels installed and how they would need to be addressed in the code book.

Ms. Cline noted that she had completed the well radius inventory. She continued that there were two places that had issues which would need to be mitigated.

Ms. Cline indicated there was some confusion about what had been approved for the signs for the 300<sup>th</sup> Anniversary Committee. She continued that there was a banner sign and also a square poster sign.

Mr. Canada moved to allow any free standing signs as well as a banner for the 300<sup>th</sup> Anniversary. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Cline stated that she was pretty much caught up with home occupation inspections. She then discussed what was going on with the agricultural groups in town.

#### RECREATION (cont.):

Mr. Hickey stated relative to the carpentry issues he had discussed earlier, they had received a quote from Silver Brothers which was \$800 for materials and \$3480 for labor. He continued that the dishwasher needed to be replaced and three windows needed to be replaced in the basement and eight double hung windows that needed to be replaced.

Mr. Canada moved to authorize improvements to the Gifford House for a total of \$9631. Mr. Copeland seconded the motion, which passed unanimously.

Mr., Hickey noted that a Stratham Hill Forest Management Plan meeting was scheduled for the following week. He then discussed the events going on at the park.

Mr. Hickey indicated that the Pat's Peak program had filled up in an hour and there were 30 kids on the waiting list. He continued that they were looking at the possibility of getting a second bus. Mr. Hickey noted that the McIntyre program was going well too.

Mr. Hickey stated that there was a proposed bike demo coming up with Salsa Bikes at the Park on November 15<sup>th</sup>. There will be no retail sales at the event. He continued that he was looking for guidance as to whether to continue the relationship with Salsa.

Mr. Copeland moved to renew the relationship with Salsa Bikes for the upcoming bike show on November 15<sup>th</sup>. Mr. Federico seconded the motion which passed unanimously.

#### PLANNING:

Mr. Daley indicated that there were three applications before the Planning Board and went over the status of those. He then discussed what projects were going on with the town committees.

Mr. Daley stated that he was leaving his position as Planner as of Nov. 12<sup>th</sup> to take another position. The Board wished him the best of luck in his new position.

Mr. Canada moved to accept Mr. Daley's resignation. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Daley went over the tree planting project on Market Street and discussed the issues involved with that.

Mr. Copeland moved to authorize the planting of 5 trees on Market Street. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine discussed the ad for the town planner position and the need for some changes,

Mr. Canada moved to authorize Mr. Deschaine and Mr. Daley to work together to develop a job description. Mr. Copeland seconded the motion, which passed unanimously.

#### **NEW BUSINESS:**

Library Director Leslie Kimball representing the Employment Evaluation Committee gave a presentation to the Board on the newly developed draft employee appraisal process. She continued they had looked at many different evaluation procedures to figure out the best practices. She stated that she felt that this process met all of the goals that they were looking to meet. The Board discussed in depth the issues that they had with this process. Mr. Copeland was concerned that a written warning within 12 months of the review period would preclude a raise. The intent was six months and the language was clarified. Mr. Canada stated the Committee had developed an excellent tool and did a good job trying to make an inherently subjective review objective. He did caution against abrogating the Selectmen's role in awarding merit increases by adopting a system where raises were automatic based on the supervisor's review. Mr. Deschaine noted that he thought that the performance based evaluation was good but the Board did not need to vote on any specific numbers for wage increases that evening. Mr. Canada agreed that the evaluation part was good. Mr. Copeland moved to accept the initial policy of the performance evaluation, without a tie in to raises, and to move forward with the project. 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 approved or otherwise acted upon as noted:

Jaelle Johnson requested use of the Scamman Pavilion on July 9, 2016 for a birthday party.

Paul Beaudoin requested use of Meeting Room A for the SK Lawyers Firm Meeting on October 23<sup>rd</sup>.

Lorrie Beaulieu requested use of Meeting Room A for the Girl Scouts Investiture Ceremony on October 26<sup>th</sup> and requested that the fee be waived.

Mr. Canada moved to approve the request and waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Nancy Pafford requested use of Meeting Room A for the EHS Boosters Event for Boys Soccer on October 22<sup>nd</sup> and requested that the fee be waived.

Mr. Canada moved to approve the request and waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Laura Batchelder requested use of the 4 H Pavilion on October 15<sup>th</sup> for the SMS Cross Country Road Race and requested that the fee be waived.

Sumit Gupta requested use of Meeting Room A on November 21<sup>st</sup> for a party.

#### **ADMINISTRATION:**

Mr. Deschaine stated that because of the new Fire Department employment policy, the town was no longer considered a small employer. He continued that Accufund had said that it would do everything possible to comply with the ACA regulations but they were now required to report monthly instead of annually. Mr. Deschaine stated that Val could not complete all of that work on her own and they were looking to purchase a module at a cost of \$3229 which included the cost of support for a year. He continued that the annual support cost would be \$324.

Mr. Federico moved to authorize the purchase of the module in the amount of \$3229. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine stated that they will now have the requirement to offer health insurance to part time employees who work over 30 hours but that it is offered at the employee's own expense. He continued they would need to put a policy in place to address this.

Mr. Deschaine stated that he had two intents to cut, one from Lindt and the other from Cabernet Builders.

Mr. Canada moved to approve and sign the intents to cut. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine stated that he was approached by an Exeter High School student who had asked to be allowed to put a box in the town hall for a Thanksgiving food drive. He continued there would be no perishable items allowed.

Mr. Copeland moved to allow Exeter High School to put a Thanksgiving food drive donation box in the town hall. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine noted that Cabernet Builders had proposed the name of Jacqueline Way for their new subdivision.

Mr. Canada moved to approve the name. Mr. Federico seconded the motion, which passed unanimously.

At 10:16 P.M. Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Ashley Rodier  
Recording Secretary