

MINUTES OF THE APRIL 11, 2016 BOARD OF SELECTMEN MEETING

MEMBER'S PRESENT: Board Members Joe Lovejoy, David Canada and Bruno Federico and Town Administrator Paul Deschaine.

At 7:39 pm Mr. Canada reconvened the general meeting of the Board of Selectmen.

Mr. Canada stated that they had been in non-public session beginning at 6:45 to discuss a personnel issue and came out at 7:34.

TREASURER'S REPORT: Town Treasurer Deb Bronson reported that the current balance was \$3,897,048.64.

SECRETARY'S REPORT:

Mr. Canada moved to approve the minutes of March 14th as amended. Mr. Lovejoy seconded the motion, which passed unanimously.

POLICE DEPARTMENT:

Police Chief John Scippa stated that he was presenting an equitable sharing agreement and certification. He continued that it was mandated by the Department of Justice for forfeiture accounts and discussed the new process for reporting.

Chief Scippa noted that the voicemail system at the PD was back up and running.

Chief Scippa indicated that he was in the process of submitting a grant request to the NH Highway Safety Bureau to help pay for 50% of the traffic information collector device that he would like to purchase. He continued he would report back to the Board when he heard more.

Chief Scippa announced that the drug take back day was scheduled for April 30th.

Chief Scippa requested to be allowed to trade in two fully automatic sub machine guns (H&K MP5). These weapons were originally acquired for SERT members but they are no longer the weapon of choice for these officers. He continued that they had a significant amount of value but because they were purchased after 1985, the government had very restrictive resale provisions. Chief Scippa noted that they could not sell them on the open market and could only sell them for parts value. He continued that he would like to get one more rifle for the new regular patrol unit and he found a company that would take the two guns for trade at a value of \$1170.00 toward the cost of the new rifle, \$1187.30, so the PD would need to come up with \$17.30 to complete the transaction.

Mr. Lovejoy moved to authorize the trade-in and purchase. Mr. Canada seconded the motion, which passed unanimously.

Chief Scippa gave the quarterly vacation report for his department to the Board.

Chief Scippa indicated they had received 80 applications for the new police officer position.

FIRE DEPARTMENT:

Fire Chief Rob Cook indicated that he would like to purchase two Knox boxes for a cost of around \$1500 and would like permission to buy those. He explained that residents are starting to use the key lock system at homes and so the ambulances need to be equipped to gain entry.

Mr. Federico moved to authorize the purchase of two Knox boxes. Mr. Lovejoy seconded the motion, which passed unanimously.

Chief Cook indicated that he was working on addressing delinquent and non-responsive Comstar billings.

Chief Cook noted he would like the old generator to go to the State spring auction on 5/14. Highway Agent Colin Lavery was present and responded that was okay with him and that he would see to the logistics. He further stated that he would ask other department heads if they had anything they would like to go.

Chief Cook reported that they had worked with the Highway Department on cleaning the mats and painting at the Fire House gym.

Chief Cook indicated that he would like to purchase an annual maintenance plan for the portable and truck radios at a cost of \$1464. He stated he would like to give it a try for a year and see how it worked out as they had lots of issues in the past.

Mr. Lovejoy moved to approve the request. Mr. Canada seconded the motion which passed unanimously.

HIGHWAY DEPARTMENT:

Mr. Lavery went over the spring maintenance schedule as well as the annual project list and schedule.

Mr. Lavery noted that he had a paving proposal from Bell & Flynn which outlined all of the roads to be worked on this year and associated costs. He continued that the prices would be locked in until July 15th so he would make sure that all of the paving was done by then and asked that the Board accept the proposal.

Mr. Canada moved to approve the proposal. Mr. Lovejoy seconded the motion, which passed unanimously.

Mr. Lavery stated relative to Tucker Trail that they had a proposal to tear out the inner circle of the cul de sac and put in grass which would be maintained by the highway department. He

continued that the residents were all in favor of the proposal. It is anticipated that this will save approximately \$10,000 in paving costs and facilitate snow plowing.

Mr. Lavery discussed the updates going on around town.

Mr. Lavery indicated that he would like to purchase bricks for the Library Reading garden in the amount of \$7911.00 and gave a background report on the project.

Mr. Lovejoy moved to approve the request. Mr. Canada seconded the motion, which passed unanimously.

Mr. Lavery went over the annual winter overhead analysis. He presented a detailed storm by storm analysis showing personnel time, materials, and maintenance needs throughout the winter. He noted that the winter season just ending had expenses of \$105,007 less than the preceding winter.

Mr. Lavery noted issues with truck 104 (Ford F450). He continued it will soon need significant work Mr. Lavery noted that at this point, he was proposing to replace the truck and replace it with a new truck for a cost of \$59,000.00. Mr. Lavery went on to discuss Truck 5, It is a 1998 International 2554 which also needs considerable work. This truck sits for a significant portion of the year. After discussing his analysis of the costs of plowing in house verses hiring contractors, he recommends retiring Truck 5 and upgrading the 2013 Terrastar with new plow equipment so that it can take Truck 5's plow route. The costs would be \$36,500.

Mr. Canada moved to approve the purchase of the truck to replace truck 104 and upgrading the plows on the Terrastar at a total cost for both proposals of \$95,000. The funds would come from the Highway Equipment Capital Reserve Fund. Mr. Federico seconded the motion, which passed unanimously.

Mr. Lavery indicated the generator at the Municipal Center needed an automatic transfer switch, as discussed at the Budget Hearings, for a cost of \$4260 from Kramer Electric. He continued that Gentracker had a monitoring system for the generator at an initial cost of \$1075 with an annual service fee of \$365. He continued he thought it would be beneficial and suggested they give it a try.

Mr. Lovejoy moved to authorize the purchase of the automatic transfer switch and the Gentracker system as presented. Mr. Canada seconded the motion, which passed unanimously.

Mr. Lavery discussed the wall divider between Rooms A & B at the Municipal Center. He continued he was proposing to replace the wall with a similar wall with an all electrical operating system at a cost of \$23,600.

Mr. Lovejoy moved to authorize the purchase as presented. Mr. Canada seconded the motion which passed unanimously.

Mr. Canada asked Mr. Lavery if any work had been done on creating a no through truck ordinance for Frying Pan Lane. Mr. Lavery said work had not been completed on the draft but that he would work with Police Chief Scippa to do so.

Mr. Canada suggested the Town look into creating a right hand turn lane on Bunker Hill Avenue where it intersects with Portsmouth Avenue. Mr. Lavery will develop a proposal for the 2017 Budget Committee to consider.

Mr. Lavery stated that he is conducting weekly inspections of 28 Bunker Hill Avenue, as requested, and keeping a log of the inspections.

Mr. Deschaine gave an update on the Baptist Church lot property and stated he would be sending a letter to the church asking if they were looking to deed it to the town or if they wanted to sell it. He continued he thought it would be a helpful parcel of land to have. Mr. Lavery noted he didn't think the town needed to buy the lot but it would be good to have.

Mr. Lavery discussed the disposition of Trucks 104 and 5. He would like to put them out to bid and discussed the prices he felt could be realized for those vehicles.

Mr. Canada moved to authorize putting the two vehicles out for bid as presented. 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.

RESERVATIONS:

Facility reservations were then discussed. All requests were approved unless noted:

Julie Anne McGuinness requested use of the Scamman Pavilion on 8/21 for a family reunion.

Ashley Irons requested use of the Scamman Pavilion on 5/28 for a birthday party.

Michael Grahame requested use of the Morgera Room on 10/15 for the Seacoast Model Railroaders 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.

MaryAnn Dale requested use of the Front Pavilion on 7/31 for a baby shower.

Judy Baldwin requested use of the 4H Pavilion on 6/12 for a graduation party.

ADMINISTRATION:

Mr. Deschaine indicated that he wanted to go into non-public session to discuss the salary adjustments for the year.

At 10:08 P.M. Mr. Canada moved to go into non-public session to discuss a personnel issue. Mr. Federico seconded the motion, which passed unanimously.

At 10:10 P.M. Mr. Canada moved to come out of non-public and seal the minutes. Mr. Lovejoy seconded the motion, which passed unanimously.

Mr. Deschaine stated that Jim Elliott had declined his appointment to the ZBA.

Mr. Deschaine indicated that the auditors were $\frac{3}{4}$ of the way through the audit and had sent an engagement letter which needed to be authorized.

Mr. Lovejoy moved to authorize Mr. Canada to sign the engagement letter. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine stated there were two public hearings to discuss the proposed permit fee schedule changes and amendments to the Hawkers & Peddlers ordinance and to repeal the solicitation ordinance as posted.

Mr. Deschaine noted the public hearing for the Hawkers & Peddlers ordinance was publically noticed as required and asked that the Board waive the reading of the amendments.

Mr. Canada moved to waive the reading of the amendments. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada opened the public hearing and, no response being heard, closed the public hearing.

It was moved, seconded, and voted unanimously to forward the ordinance change to a second hearing.

Mr. Deschaine next indicated that the public hearing for the proposed building permit fee changes were publically noticed as required.

Mr. Lovejoy moved to open the public hearing. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada opened the public hearing and, no response being heard, closed the public hearing.

Mr. Canada moved to adopt the fees as presented. Mr. Lovejoy seconded the motion, which passed unanimously.

Mr. Lovejoy stated that he had gone over the records for the Stratham Fair. He continued he thought they should be transferred into QuickBooks and that his wife would be willing to do that. The Board then discussed the potential need for a bookkeeper/treasurer for the Fair Board and they decided they would ask the Fair Board to come in to discuss the issue on May 9th.

Mr. Canada discussed developing an Economic Development study for the Gateway District. He continued that he will work with Mr. Deschaine and Planner Tavis Austin and would come up with a scope of services and an inventory of what they currently have and would bring back to the Board.

Mr. Canada moved to allow the 300th Committee to expend \$1200.00 for banners. Mr. Federico seconded the motion, which passed unanimously.

At 10:46 P.M. Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Ashley Rodier
Recording Secretary