

BOARD OF SELECTMEN
Minutes of May 7, 2007 Workshop

MEMBERS PRESENT: Vice-chairman Dennis Senibaldi called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Margaret Crisler and Roger Hohenberger were present. Selectman Carpenter was delayed and arrived at 7:20 PM, as was Town Administrator David Sullivan who arrived at 7:15 PM. Mr. Senibaldi read the agenda into the record, followed by the Pledge of Allegiance.

LIAISON REPORTS: Mr. Senibaldi advised that the caboose had not been moved, but the tracks were laid. The actual move is scheduled for June 9, 2007.

Mr. Senibaldi briefly reviewed the Recreation Coordinator's summer offerings, including swim lessons, archery, mini-sports, and a Father's Day craft program. The flyer is available for download on the Town's website, or hard copies can be obtained at the Administrative Offices.

Mrs. Crisler reminded all that the Annual Memorial Day parade will take place on May 28th.

Mrs. Crisler gave an overview of a meeting recently attended by her, Selectman Hohenberger, Planning Director Al Turner, Representative Kevin Waterhouse and representatives of the NH Department of Transportation. Topics of discussion were the I-93 and Route 111 By-pass projects. Mrs. Crisler noted that:

- The DOT currently has all permits in place, although the I-93 project is approximately 1 year behind schedule at this point.
- Land acquisition by the State has not been completed, as yet, in Windham. The future disposition of any surplus will be as determined previously; with first option to purchase going to the previous owner, the second to the Town; and the final option to the general public.
- The Northbound lane will be moved, and is expected to start in 2007-08. The Southbound lane will begin in 2008-09.
- The Route 111 relocation is scheduled for 2012.
- Construction of the Park & Ride is scheduled for 2013.
- The bridges spanning Route 111 will be 10' higher than currently, and one more light will be added along the roadway. In addition, towers will be installed to allow for intelligent communications (ie: webcams).
- A special session will be scheduled to discuss water quality issues.

Mr. Hohenberger noted that the relocation of the Salem Salt Shed had also been discussed, and the residual portion of Range Road.

Mrs. Crisler then noted that no further information had been available regarding the re-stripping of the right-turn lane at the intersection of Route 111 and Wall Street.

ANNOUNCEMENTS: Mr. Sullivan presented the winners of the 1st Annual Battle of the Bulge contest. Mr. Sullivan explained that the contest had been started as a friendly challenge between employees and volunteers to get healthier. 25 individuals had started the competition and, at the final weigh-in four months later, 14 remained. Each participant had contributed \$5/month towards a pool of winnings to be distributed 70/20/10% to the top three losers of the highest percentage of their original weight.

The 2007 winners were: 1st Place at 13.98%, Firefighter Bill Merrill; 2nd place at 9.45%, Planning Director Al Turner; and, 3rd place at 9.35%, Recreation Committee member Glen Yergeau.

Mr. Sullivan extended congratulations and thanks to all for participating.

Mr. Senibaldi advised that Mr. Sullivan may be receiving a phone call of complaint regarding his children's activities at the Skateboard Park. He clarified that, contrary to what may be reported, his sons were not riding razor scooters, but rather skateboards with built in handles for young riders.

NON-PUBLIC SESSION: Mr. Breton moved and Mrs. Crisler seconded to enter into a non-public session in accordance with RSA 91:A-II:3 c. Roll call vote – all members “yes”. The topic of discussion was reputations and the Board and Mr. Sullivan were in attendance.

The Board discussed subordination of a welfare lien. Mr. Breton moved to approve, and Mrs. Crisler seconded. Passed unanimously.

CORRESPONDENCE: Right-of-way permit request received from Pennichuck Water Works to conduct an emergency water line repair. Mr. Hohenberger moved and Mr. Breton seconded to approve the request as submitted. Passed unanimously.

Notice of grant award received in the amount of \$21,000 relative to emergency management. Mr. Sullivan noted that this is a matching grant, with \$11,000 to come from the State. Mr. Breton moved and Mr. Senibaldi seconded to accept the grant. Passed unanimously.

WORKSHOP/POLICE: The Board met in workshop session with Chief Lewis and Acting Captain Wagner. Among the items discussed were:

- Tasers: Captain Wagner reported that two more officers have been trained, and the remainder will be trained when the balance of the equipment arrives in approximately three weeks.
- Traffic Trailer: Discussion revolved around the accumulation of data by the trailer. Chief Lewis indicated some data will be available at the end of this deployment on Range Road. Discussion then ensued regarding parking concerns relative to Fest-a-Ball at Griffin Park.
- Chief Lewis briefly reviewed his personal goals for the Department that he established upon his hire in 2005. He then noted the increase in activity in the Department since his assumption of duties, including, among other things: a bank robbery; two shootings; 4 motor vehicle fatalities; a serious child abuse case; two significant drug cases; multiple, domestic sexual assault cases; and the recent juvenile internet kidnapping attempt. He also noted that \$35,000 in forfeiture funds had been collected and several projects completed or begun, including: the Project 54 installation; portable radio implementation; the pending digital radio project; purchase of an additional SUV for the department; traffic trailer purchase; enhanced staff training; and uniform standard changes.
- Staffing: The Chief discussed the impending retirements of three staff members; two officers and one dispatcher; noting that staffing shortages are prevalent in departments throughout the area. The Chief then opined that there may be a move toward more regional staff/equipment service if the shortages persist. Brief discussion ensued regarding mutual aide, the SWAT group, and the activities of the NH Chief of Police Association in the area of major crime investigation and accident re-creation staff.

- Department Motto: Chief Lewis advised that the Department had undertaken “Making a Difference, Every Day” as their motto.
- Calls for Service: As the number of calls has doubled, the staff has implemented better documentation and motivation. The Chief then noted that calls continue to be on the rise for 2007, however, the amount of offenses are decreasing.
- Traffic Control: The Chief discussed his belief in the benefits of motor vehicle enforcement, including minimization of incidents. He noted that there has been a significant increase in motor vehicle citations and warnings, and a decrease in accidents. In addition, DUI arrests have risen significantly.
- The Chief noted that he had received three applications from certified officers after the close of the last vacancy advertisement. He sought the consensus of the Board as to whether it would be acceptable to put them through the process in preparation of the pending retirements and subsequent vacancies. It was the general consensus that they be considered as pre-applicants, and that the positions advertised as per the normal procedures.
- A lengthy discussion ensued regarding the Department’s recruitment procedure and the Community Resource Officer (CRO) position, the duties of which the existing personnel have shown no interest in assuming.

The possibility of shuffling existing staff to fill the CRO position was discussed. The Chief reiterated that there was no internal interest when posted in-house. The use of “specials” or civilians to fill the position was then discussed.

- DARE Beetle: The Chief noted that the vehicle is in need of much repair, and indicated he preferred to offer it back to the original donor. If she did not desire to reclaim the vehicle, the Chief would like to sell it. It was the consensus of the Board that it should be offered back to the original donor first, however, they would like to hold onto it until the SRO/CRO position has been filled. Chief Lewis will follow up to get cost estimates to repair the vehicle.
- Training: The Chief discussed the current contract requirement of 16 hours of officer training annually, which he did not believe was adequate. He advocated 40 hours minimum of multi-aspect training. Chief Lewis also noted that he has begun implementing a dispersed leadership model within the department, which offers greater responsibility and accountability to the staff.

Discussion ensued regarding Federal/State training offerings and their applicability to Windham. Firearms training was also reviewed, as well as the Department’s progressive move towards SWAT rated training.

Chief Lewis then noted that, in the future, he would like to trade all of the Department’s 9MM weapons for 40 caliber models, which offer greater uniformity and interchange of ammunition.

- Facility: The Chief reviewed several, ongoing maintenance issues with the Police Station, including: a tear in the rubber roof over the utility room and resultant leak; stairwell leaks; broken locksets; and exterior water issues. He did note that the faulty security card swipe system was currently being repaired.

After a brief discussion, it was the consensus of the Board that the Chief obtain pricing estimates to fix the problem areas.

- **Communications:** It was noted that the digital radio project is taking some time to complete, however, the final connection is scheduled for May 22nd. Once completed, the sites will be re-evaluated. The Chief also noted that a letter had been sent to the owner of the Jenny's Hill tower requesting a waiver of the fee as a public safety entity and that, in the future, raising the unit from its current level of 80' on that tower will be looked at.
- **Equipment:** The Chief noted that the Homeland Security Grant equipment will be arriving soon, after which training will begin. Also, the Chief would like to discuss in the future installation of vehicle camera systems.
- **Financials:** The Chief noted that there is currently \$1,700 remaining in the victim restitution fund from Fish & Game violations, which will be transferred shortly to the General Fund. He also advised the Board that overtime expenses are currently at 52% of budgeted amount.
- **Miscellaneous:** The Chief noted that he is looking into implementing the following programs: Child Safety; Citizens' Police Academy; and a Citizen Satisfaction Survey.

Moving forward, the Chief looks toward having a dedicated High School Resource Officer and a K-9 unit, and to a general departmental reorganization. He also expressed a desire to resolve the ongoing issues at the Skateboard Park, and a brief discussion ensued regarding enforcement of the regulations.

Thanks were extended to the Chief and the Captain for their time and efforts. Captain Wagner expressed his thanks to the Board for their efforts on the Department's behalf.

Mr. Senibaldi then moved, and Mr. Hohenberger seconded, to adjourn. Passed unanimously.

The meeting was adjourned at 10:15 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

Note: These minutes are in draft form and have not been submitted to the Board for approval.