

1 **BOARD OF SELECTMEN**
2 **Draft Meeting June 19, 2017**

3

4 **CALL TO ORDER:** Chairman Ross McLeod called the meeting to order at 7:00 PM.
5 Selectmen Joel Desilets, Roger Hohenberger, Bruce Breton and Jennifer Simmons were
6 present. Mr. Daniel Popovici-Muller, Finance Director, was also present. Mr. Sullivan,
7 Town Administrator was excused. Chairman McLeod opened with the Pledge of
8 Allegiance.

9

10 **Announcements**

11 Town Day is Saturday June 24, 2017 from 12 pm-3 pm at Griffin Park. There will be a
12 cookout, music, games and a parade. Fireworks will be June 28, 2017 at the Windham
13 High School. The parking lot opens at 5:30 pm and the fireworks go off at 9:30 p.m.

14

15 The Gala tickets for the 275th celebration are on sale. You can order them on the town
16 website. The event will be August 4, 2017.

17

18 There is a scavenger hunt for the entire month of July. There will be 30 places around
19 town. Prizes will be awarded.

20

21 Frank Farmer presented the town charter for the Selectmen to sign. It will be forwarded
22 to Lord Englemont in England. His great, great grandfather was Lord Windham.

23

24 Mr. Desilets attended the groundbreaking for the new signature development called
25 Gateway Park. It will be a signature live, work, play development. Many staff members
26 and committees were involved in achieving the best development possible for residents.

27

28 There are no drought conditions at this time so the water usage would not be changed.

29

30 Mr. Ross noted the records retention project was moving along nicely. The vault has been
31 organized, cleaned and indexed. There is now plenty of room in the space. Nicole Bottai
32 and her staff have put in a lot of work to make it happen.

33

34 **Committee Interview**

35 The Local Energy Committee had an opening for an alternate.

36

37 Mike Misiewicz expressed interest. He has lived in town for four years and wanted to get
38 involved. This committee is a good fit with his experience.

39

40 **MOTION:** Mr. Breton made a motion to appoint Mike Misiewicz to the Local Energy
41 Commission as an alternate for a term ending in 2019. Mr. Desilets seconded the motion.

42 No discussion.

43 Vote 5-0.

44 Motion carried.

45

46 **Donations**

47 Coco Early & Associates - \$498 for movie night and \$279 for the egg hunt

48 Jason McCarty - \$100 for a field donation

49 Anne Kuczynski from BHHS Realty - \$300 for fireworks

50 Gretchen Haga From BHHS Realty - \$300 for fireworks

51 Enterprise Bank - \$1325 summer concerns and senior picnic

52

53 **MOTION:** Mr. Desilets made a motion to accept the donations with gratitude. Ms.

54 Simmons seconded the motion.

55 No discussion.

56 Vote 5-0.

57 Motion carried.

58

59 The Police Department received a donation of a 55” television for their conference room
60 from Walmart valued at \$597.00.

61

62 **MOTION:** Mr. Desilets made a motion to accept the donation with gratitude. Ms.

63 Simmons seconded the motion.

64 No discussion.

65 Vote 5-0.

66 Motion carried.

67

68 **Forestry Committee**

69 They were looking for authorization to install a gate between the McIlvaine Town Forest
70 and the Old Town Landfill. The Board was provided a map of the property with the two
71 access roads highlighted. They would like to install the gates so ATVs could not access
72 the property as no motorized vehicles are allowed.

73

74 Chief McPherson requested they coordinate with him as to how the gates would be
75 locked. Generally there are two chains that are daisy chained together so both the
76 Forestry Committee and Fire Department could have a key to get in.

77

78 **MOTION:** Mr. Hohenberger made a motion to proceed with installing the gates on town
79 land while coordinating with the fire department. Ms. Simmons seconded the motion.

80 No discussion.

81 Vote 5-0.

82 Motion carried.

83

84 Wanda Rice requested to also have a key to the landfill so they could access the property
85 from that end to mow. The Board suggested she discuss that with Mr. McCartney or Mr.
86 Sullivan.

87

88 **Use of Town Owned Wells**

89 Tim Pitcher, EG Holdings was present. He noted he wanted to come back to the Board to
90 review the general parameters of the project and update them on the progress. Mr. John
91 Boisvert from Pennichuck Water was also present.

92

93 Mr. Pitcher reviewed the project for the Board. He noted they would need a perpetual
94 easement from the Town that would be turned over to Pennichuck. If Pennichuck stopped
95 water usage, the easement would be reverted back to the Town.

96
97 They have purchased the easement to go through the Messetti property. There is the
98 option for Chris McCarthy, a developer to extend the lines to his property and for the
99 town to extend the lines if a senior housing facility were to be built.

100
101 In turn for the easement the Town could get treated water back and there would be water
102 reserved for the potential senior housing complex.

103
104 Mr. Pitcher noted his motivation to do the project is because the Village Center would
105 require a lot of water for occupancy and fire suppression. This project could bring
106 commercial expansion to the area.

107
108 The agreements would be simple easements. Mr. Pitcher would build the system and
109 Pennichuck would design the system and developers would share the cost. Pennichuck
110 will operate the system.

111
112 The advantage to the Town is increased fire protection through large cisterns and
113 hydrants.

114
115 They sent a draft agreement for the Board to review.

116
117 Mr. Pitcher clarified that the easement is to allow them to cross town property, install
118 pumps and additional equipment on the property and allow access to maintain the
119 equipment. They can't really move forward with the process until they have the
120 easements from the Town.

121
122 Mr. Desilets noted that this was decided by a vote of the Town that they wanted the
123 Selectmen to work towards an agreement. He is taking into account the plans that were
124 presented to voters. It was presented as something that would help the Village District be
125 developed to its greatest potential.

126
127 Mr. Hohenberger added that the warrant article also mentioned it would service three
128 town lots.

129
130 Ms. Simmons questioned if there were similar agreements with other towns and
131 Pennichuck that they could review. Mr. Boisvert from Pennichuck noted he was not
132 aware of any agreements that involved towns. This approach is unique, but matches their
133 needs as a regulated water utility.

134
135 Mr. McLeod noted the town attorney would review the agreements.

136
137 No one from the public had any input.

138

139 Mr. Pitcher explained that there were two documents: the easement purchase agreement
140 and the main extension agreement. They are both standard agreements.

141
142 Mr. Boisvert noted the main extension agreement is a simple agreement that ensures the
143 system would be built according to their specifications. The Town would not be part of
144 that agreement.

145
146 Mr. McLeod noted the next steps would be to review the two agreements. They would
147 put the topic on the July 17, 2017 agenda for discussion.

148
149 **Joe Maynard – Sidewalk Along Roulston Road**

150 Mr. Maynard noted that at the previous meeting, he did not have the Medicus parking lot
151 expansion plans. After reviewing those, he found they had proposed drainage measures in
152 the right-of-way, which limits his ability to put in more than three spaces. There is also an
153 existing utility pole that sits off the edge of the right-of-way, which further limits parking.

154
155 Mr. Breton was comfortable with three parking spots. He also liked the proposed
156 sidewalk design, which incorporated those spots. The Board agreed.

157
158 **MOTION:** Mr. Desilets made a motion to support the proposed parking spaces and the
159 sidewalk design as presented on June 19, 2017. Mr. Breton seconded the motion.

160 No discussion.
161 Vote 4-1. Mr. Hohenberger opposed
162 Motion carried.

163
164 **Review of the 6/5/17 Minutes**

165 Line 208 – Add, “The Board came out of non-public session.”
166 Line 312-313 – change to “Barbara Coish”

167
168 **MOTION:** Mr. Desilets made a motion to approve the 6/5/17 minutes as amended. Ms.
169 Simmons seconded the motion.

170 No discussion.
171 Vote 5-0.
172 Motion carried.

173
174 **NON-PUBLIC SESSION:** Mr. Hohenberger made a motion to go into non-public
175 session in accordance with RSA 91-A:3 II (e) Mr. Breton seconded the motion. Passed
176 unanimously. Roll call vote all “yes”.

177
178 The board discussed a tax abatement matter.

179
180 **MOTION:** Mr. Desilets made a motion to issue an administrative abatement of the taxes
181 owed after the closing date for the property identified as Vision card 4574. Mr.

182 Hohenberger seconded the motion.
183 No discussion.

184 Vote 5-0.

185 Motion carried.

186

187 The Board discussed previous contracts for the proposed water system – no decisions.

188

189 **MOTION:** Mr. Desilets made a motion to adjourn. Ms. Simmons seconded the motion.

190 Vote 5-0.

191 Motion carried.

192 Meeting adjourned at 8:01 p.m.