

BOARD OF SELECTMEN
Minutes of November 2, 2015

MEMBERS PRESENT: Chairman Al Letizio, Jr. called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Joel Desilets, Ross McLeod and Roger Hohenberger were present, as was Town Administrator David Sullivan. Mr. Letizio opened with the Pledge of Allegiance, followed by a moment of silence in acknowledgement of the passing of Tom McPherson, Sr.

ANNOUNCEMENTS/LIAISON REPORTS: Mr. Desilets noted that the Annual Tree Lighting has been scheduled for December 5th from 3-5 PM at the Town Common and the Senior Christmas Party at Castleton for December 9th. To the latter, Mr. Desilets noted that tickets will go on sale on November 12th, and will be available at the Recreation Office between 9A and 3P.

Mr. Desilets then extended thanks to Recreation Coordinator Cheryl Haas for her efforts expanding the Town's bus program; noting that she has scheduled two trips to the Festival of Trees in Methuen, on 11/21 and 11/22. Sign-ups for same begin on 11/5 at 9AM.

Mr. Letizio advised that Helping Hands will host their annual Wellness in Motion fundraiser at Griffin Park the following Saturday beginning at 8:30 AM.

Mr. Sullivan advised that the Tax rate has been set at \$21.72, broken down as follows: \$3.35 – Town; \$1.05 – County; \$15.02 – local school, and; \$2.30 State school. He indicated that bills will go out within the next week or two, and that without the revaluation recently completed, the rate would have been \$23.30. Brief discussion ensued.

Mr. Letizio reminded all that voting for the Special Town Meeting regarding the Housing Authority warrant article would take place the following day at Windham High School; polls will be open from 7A to 8P.

BOARD OF HEALTH: Mr. McLeod moved and Mr. Desilets seconded to recess to the Board of Health. Passed unanimously. Health Officer Laura Scott joined the Board, and Mr. Letizio explained that this was a continuation of a hearing relative to a request for a well waiver for parcel 17C-102C.

Applicant Debra Cassidy, 3 Spring Street, reviewed with the Board a revised map detailing the three properties in question including their leach fields; reiterating the reasons for choosing this particular location on her property to place a well. She clarified that the proposed well would be 70' from the neighboring leach field, and 60' from her own.

Ms. Cassidy went on to explain the hardship of her case, in that the well she currently utilizes is her neighbors and that they have vacated and are considering selling their property. She advised that other homes in the area have been granted similar waivers, and that Mr. Schofield from the NH Well Water Bureau has visited the site and given approval for her to proceed. Ms. Cassidy noted that her own well would be the only facing potential contamination and that she has executed a waiver regarding same.

Mr. McLeod sought clarification that the public hearing notice indicates the well would be 60' from her leach field, however, on the plan it showed 65'. Ms. Cassidy replied the distance was in that range as it could only be approximated. Discussion ensued regarding why, and Ms. Cassidy indicated the leach fields are not defined. Mr. Dominic Tringali, 3 Spring Street, approached and clarified the distance was 65'. Discussion ensued.

Mr. Hohenberger questioned a notation on the properties "as-built plan" that required no wells would be within 75' of the leach bed. Discussion ensued, and it was clarified that a new as-built would be required after drilling of the well, which would be recorded with the registry. Further discussion ensued as to whether there were any deed restrictions on Ms. Cassidy's property that required her to be on a community well; to which she replied in the negative.

Mr. Hohenberger moved and Mr. Breton seconded to approve the waiver and proposed well location, and that there be a revised plot plan to remove the reference to 75'. Passed 5-1, with Mr. McLeod opposed as he did believe there was a finding of manifest injustice.

Ms. Scott moved and Mr. McLeod seconded to adjourn the Board of Health. Passed 6-0.

COMMITTEE APPOINTMENTS: Mr. Sullivan advised that four letters of interest had been received from Wendy William, Derek Saffie, Carol Pynn, and Eileen Mashimo for appointment as Museum Trustee; which had recently been expanded by the Board to five members, two alternates. He indicated his recommendation would be that the Board appoint Ms. Williams and Mr. Saffie as regular members.

Discussion ensued amongst the Board regarding the applicants before Mr. McLeod moved and Mr. Breton seconded to appoint Ms. Mashimo and Ms. Williams as regulars, with Mr. Saffie and Ms. Pynn as alternates. Mr. Desilets requested that the motion be amended to appoint Mr. Saffie as a regular. Mr. McLeod declined and the motion passed 4-1, with Mr. Desilets opposed. Brief discussion ensued.

COMMUNITY DEVELOPMENT DEPARTMENT: Ms. Scott approached to request that the Board authorize her to apply for designation of three (3) additional Economic Revitalization Zones in the Village Center District, as follows: two parcels at the corner of Hardwood and Route 111; five parcels between Hardwood Road and North Lowell, and; three parcels between the Fire Station and the Devaney property. Ms. Scott reminded the Board that such designation comes at no cost to the Town, but rather it gives developers an opportunity to apply to the State for tax credits.

Mr. McLeod expressed concerns as it was unclear where the “vitality” of these properties fell off necessitating “revitalization”. Ms. Scott noted that the designation is an opportunity for the properties to be revitalized in keeping with the vision of the Town. Mr. McLeod noted that these properties do not really fit any of the definitions as per the ERZ fact sheet, with the possible exception of them being “vacant land, or structures previously used for industrial, commercial, or retail purposes and designation of the zone as an ERZ zone would likely result in the reduction of the rate of vacant or demolished structures or the rate of tax delinquency in the zone.” He reiterated that, even with that, he did not see how “revitalization” would happen. Ms. Scott agreed, and clarified that she had not applied in the past as she did not believe the Town would qualify for designation of vacant land, however DRED had confirmed we could. Further discussion ensued, with Mr. McLeod expressing concerns as to the purported benefits of an ERZ designation versus the lack of statistical data supporting same.

Mr. Desilets then moved and Mr. Hohenberger seconded to authorize staff to apply to establish these additional locations through DRED. Passed 4-1, with Mr. McLeod opposed.

DONATIONS: Ms. Scott requested that the Board accept the following donations towards Harvest-Fest: \$350 cash donation from Convenient MD and \$400 worth of bags from Jessica O’Neill/State Farm. Mr. Desilets moved and several seconded to accept same with gratitude. Passed unanimously.

Mrs. Margaret Case requested that the Board accept several donations towards the Searles window, as attached, totaling \$7,160; adding that after these donations and the grant monies received only one window will remain in the school room needing replacement for which additional grant(s) will be sought.

Mr. Hohenberger moved and Mr. McLeod seconded to accept these donations with gratitude to all. Passed 4-0-1, with Mr. Letizio abstaining as a donor.

SOCIAL MEDIA: Mr. Sullivan advised that this is intended to be a kick-off discussion on the Board’s goal regarding social media; adding that the Board members have been given some generic information, articles, and sample policies. He noted that the Department Heads have discussed how the Town’s presence can be enhanced, and that Facebook seems to be their goal as well as bringing in the other individual sites. Mr. Sullivan noted that the Recreation Committee and the HDC have both expressed an interest in having their own Facebook pages, however, he believes that a town-wide page would be a better way to go.

Lengthy discussion ensued amongst the members regarding options such as Nixle utilized by the School District, how a Facebook or similar site would be utilized/moderated, whether all Windham government sites should be unified to a single information repository, and that the entire network should be looked at before any changes are implemented.

It was the consensus of the Board that Mr. Sullivan go back to the Department Heads to discuss the possibility of Nixle, a single social media site and policies regarding employees and their use of same. Mr. Desilets also requested that the overall responsiveness of the Town site be looked into, and a brief discussion ensued regarding the website and Drupal.

2016 BUDGET: Mr. Breton noted that there has been no discussion thus by the Board regarding the budget, nor any direction given to staff. Mr. McLeod noted that he'd anticipated Mr. Sullivan would bring the proposed budget to the Board as always, and the Board would go from there. Mr. Hohenberger concurred; adding that he did not expect a 0% increase, but would like to see 2% or so, only.

To Mr. Hohenberger's point, Mr. Sullivan noted that the default budget is 2.5% already with the statutory requirements for same; citing increases to retirement, health, etc. He indicated that next week he will provide the members with the budget files for review, followed by a kickoff meeting on the 16th after which the hearings with Departments will begin. Mr. Sullivan encouraged the Board to advise him of any ideas or parameters, which he will then take back to Department Heads.

Discussion ensued, and Mr. Breton noted that the only way to save money is to look at the employees. He noted the Board must think outside the box if they want to fund things such as the beautification project; adding they have to look deep into the budget at things such as stipends and suggesting that a zero based budget be developed and built from there via level funding and prioritization. Mr. Desilets noted that, with inflation, zero-based budgets do not equate to zero increases. Discussion ensued regarding same and the need to look at ways to increase the town's net income via such things as economic development.

OLD/NEW BUSINESS: Mr. Letizio advised that he had been contacted by some of the residents in the Enterprise Drive area who had concerns regarding the aesthetics of the newly installed guardrails; particularly in front of the historic stone Dinsmore house. He indicated the DOT had been required to install same due to the current slope, etc. requirements, however the Dinsmore's wondered if it could be pared back; noting this is still a State road. Mr. McLeod expressed concerns that, if the guardrail were reduced, the Town may then be accepting a roadway which is not up to safety standards; thereby assuming liability for same. Discussion ensued regarding the availability of other, timber-type guardrails.

Mr. Letizio then noted that residents of Heron Cove had also expressed concerns regarding the terminus of the new guardrail in their area, which they feel is unsightly. He indicated he had spoken to the DOT regarding possibly changing the style to that used at the Beech Street guardrail. Discussion ensued regarding the new style and the purposes of its design.

Mr. Jonathan Sycamore, resident, approached to inquire whether the speed limit had changed on the roadway, which may alter the requirements for guardrails. Discussion ensued, and Mr. Sullivan clarified that the State will not change the speed limit, but the Town may once it assumes ownership.

Mr. Hohenberger moved and Mr. McLeod seconded that the Chair request input from the DOT as to what can be done to make the guardrails more appealing to the neighborhood. After brief discussion, motion passed 4-1, with Mr. Desilets opposed due to the potential for future liability. Further discussion regarding whether a legal opinion should be solicited regarding same, however, it was the consensus of the Board not do to so.

Mr. Letizio then indicated that a resident has requested that the Board ask the DOT to extend the upcoming sidewalks to the Village Green or, perhaps, the Village Center District. Mr. Sycamore approached and noted that the State is in the area now, and this may be an opportunity to do an additional, small section from CVS to the Village Green. Discussion ensued in that these would also require winter maintenance, as well as the existence of a plan depicting same completed as part of the Route 111 Corridor Study. Ms. Scott noted that engineering of this plan is in the State queue for funding; adding that she can inquire of the DOT regarding same, however, she did not believe the State could do so as it had not been engineered or bid.

Mr. Desilets expressed his support for this request, noting that completion of the corridor is 10 or 15 years out and the Board needs to look at the value of these sidewalks to the Community. Further discussion ensued, and Ms. Scott clarified that the Planning Board has the ability to require developers to construct sidewalks. Mr. Breton suggested that if additional sidewalks were going to be requested, the Town Center be included. Mr. Hohenberger disagreed with the request, in whole, noting he rarely sees anyone on the current sidewalks. Further discussion ensued.

Mr. Bob Coole suggested that the Board also seek clarification as to why the new by-pass is 35 mph in one direction, and 40 in the other. Mr. Letizio indicated he will inquire.

After further discussion, Mr. Desilets moved to ask that the DOT consider continuing the sidewalks down Route 111 to the Village Center District. Mr. McLeod seconded for discussion, which ensued regarding the timeline of the State's queue and whether staff could request the DOT to move up the engineering. Ms. Scott noted that she could inquire regarding the latter, and Mr. Desilets withdrew his motion pending Ms. Scott returning with additional information.

Discussion resumed regarding the initial resident's request to extend the planned sidewalks for approximately 400'. It was the general consensus of the Board to inquire, however Mr. Hohenberger was not in favor and Mr. McLeod had concerns that the corridor study work not be jeopardized in the process.

CORRESPONDENCE: None.

MINUTES: None.

NON-PUBLIC: Mr. Breton moved and Mr. McLeod seconded to enter into nonpublic session in accordance with RSA 91-A:3 II b. Passed unanimously. Roll call vote all "yes".

The Board, Mr. Sullivan and Ms. Devlin were in attendance. Mr. Sullivan updated the Board on a personnel matter related to recruitment. No decisions were made.

Mr. Hohenberger moved and Mr. McLeod seconded to adjourn. Passed unanimously.

Meeting was adjourned at 10:00 PM.

Respectfully submitted,
Wendi Devlin, Administrative Assistant

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

Donor	Amount
Ryan Jr, Everett	\$100.00
Mc SweeneyMark & Anne	\$20.00
Glynn, Howie & Beverly(B&H	\$100.00
Branoff,Mark	\$100.00
Hebel, (Pilot Products)	\$1,000.00
Erica Garvey(Judith Morel)	\$50.00
Call, Dana	\$25.00
Arbor, Sandy,David,Stacey,Ca	\$50.00
Tibbets, Sydney	\$50.00
Arrigo, Frances & Philip	\$20.00
Yennaco, Robert&Judith	\$100.00
StLaurent Jr,Kristi& Robert	\$50.00
Dinsmore,George&Marion	\$100.00
Doll,William	\$50.00
Orroth,Stephen& Margaret	\$50.00
Wright. Adrienne& David	\$100.00
Paul & Pat Sykas	\$100.00
Mary & Frank Johnson	\$25.00
Donna & John Sytek	\$50.00
Tom & Mary Durant	\$75.00
Arthur&Doris Timmins	\$100.00
Al&Pat Letizio Jr	\$200.00
Adel&Donald Cerri	\$25.00
James Finn&ElizabethFinn	\$500.00
Arthur& Sandra Champagne	\$100.00
Bob & Ellen Davis	\$30.00
Judith&Wesley Hurst	\$50.00
Toni& Walter Freeman	\$50.00
Mr&Mrs Fred Linnemann	\$100.00
Mr&Mrs Thomas Case	\$150.00
Natural Food Source Inc	\$1,000.00
Robin Cavusoglu	1,080.00
Robin Cavusoglu	\$500.00
Robin Cavusoglu	\$900.00
Mr&Mrs John Dowd Jr	\$100.00
Mr&Mrs Raymond Beaulieu	\$20.00
Auburn Village School	\$40.00
total	\$7,160.00

11/2/2015