

SELECTMEN'S MEETING
March 20, 2000

ROLL CALL: Meeting was called to order at 7:00 PM by acting Chairperson, Margaret Crisler. Those present included Selectmen Galen Stearns, Carolyn Webber, Chris Doyle, and Roger Hohenberger. Town Administrator David Sullivan was also in attendance.

ELECTION OF OFFICERS: Ms. Webber made a motion, seconded by Mr. Doyle, to nominate Mr. Stearns as Chairman. Passed unanimously.

Mr. Stearns assumed the Chair for the remainder of the meeting.

Mr. Hohenberger motioned to nominate Mr. Doyle as Vice-Chairman. Motion received no second from the Board.

Mrs. Crisler made a motion, seconded by Mr. Stearns, to nominate Ms. Webber as Vice-Chairman. Passed unanimously.

ANNOUNCEMENTS: Ms. Webber officially welcomed Mr. Hohenberger to the Board of Selectmen.

Mrs. Crisler announced an Orchid Show to be presented by the NH Orchid Society on March 31, and again on April 1 and 2. There will be a \$5/person entrance fee, and arrangements are being made to use the Town Van to transport attendees for the March 31 date. Anyone interest should contact Mrs. Crisler.

Mr. Doyle presented each member with a newly completed Selectmen's Handbook. The handbook was designed to help new and current Board members keep current on Board policies, procedures, and the like. Mr. Doyle thanked Mr. Sullivan and Mrs. Devlin for their support on this project.

Mr. Sullivan announced receipt of a Cultural Homestay Request. This is an exchange student program, and families are needed for 3 weeks in July to host a student between the ages of 14 and 17. The students will be either from Italy or France. Those interested may contact Cindy Aglidanelian at (603) 598-3770.

The Senior Citizens will be hosting a bus trip to Leominster, MA on April 2 for the Easter Egg Extravaganza. The day trip will include a show and meal at the Sheraton Four Points Hotel. Those interested in attending should contact Shirley Pivovar at (603) 898-1488. The all inclusive cost is \$35.

LIAISON REPORTS:

Ms. Webber announced that Alan Campbell had authorized the Heritage Commission to place his land on the priority protection list through REPP. Also, the Heritage Commission comments regarding the Carr Hill Road and Morrison Hill developments have been forwarded to the Planning Board.

Mrs. Crisler announced that the newly elected Planning Board members will be in place and in session on March 22.

FIRE STATION UPDATE:

Chief Fruchtman took a moment to congratulate Selectmen Crisler and Hohenberger on their election.

The Chief also extended his thanks to everyone involved in the weekend fire at Dunkin Donuts for their

efforts, and to the voters for their approval last year of the thermal imaging camera, which proved to be very effective in protecting the lives of the firefighters in this incident.

The Board was advised that new Firefighter Timothy Dunn will commence his position on April 1.

The Chief reported that the repair bills on Engine 3 have been received. The repairs are estimated at \$23,000, which will be paid by the responsible parties insurance company.

In response to recent warm temperatures, the Chief cautioned residents venturing out on the ponds and lakes to use flotation devices. Such devices are also available for use at no charge from the Fire Station.

Chief Fruchtman updated the Board on the progress at the new Fire Station as follows:

- Majority of painting has been completed
- Lighting is installed
- Ceiling tracks are installed
- Generator is installed

The Chief also informed the Board that an outbuilding, previously removed from the plans, will be able to be installed with funds garnered from the bond interest as approved at Town Meeting. Also, the planned fire cistern will be installed under this outbuilding, due to ledge in its originally intended location.

The Chief requested that the Board approved the following Purchase Orders:

- \$5,000 for the purchase of gear racks
- \$7,200 for the purchase of gas stove and washer
- \$3,444 for the purchase of a gear washer extractor
- \$6,700 for the purchase of the telephone system
- \$4,430 for the purchase of two (2) mobile radios for station.
- \$5,000 for the purchase of two (2) truck mobile radios.

Motion by Mrs. Crisler, seconded by Mr. Doyle to approve the purchase orders as presented. Passed unanimously.

WCTV-51: Mrs. Case read to the Board members a proclamation issued by Governor Shaheen in recognition of Windham Community Television programming and their outstanding efforts in providing access to public meetings and the like to the residents of Windham. Governor Shaheen recently toured our facility and was interviewed by Mary Griffin. Mrs. Case extended her thanks to Tom Case and Mary Griffin for their dedicated efforts toward this, and many other programs.

CORRESPONDENCE:

Letter received from James Sullivan announcing his resignation from the Zoning Board of Adjustment. Mr. Sullivan is unable to fulfill his term due to personal reason. Motion by Mrs. Crisler, seconded by Ms. Webber to accept Mr. Sullivan's resignation with regret. Passed unanimously.

Letter received from Media One advising the town of adjustments in their rates.

Letter received from our local churches regarding the National Day of Prayer, May 4, 2000. The

churches requested permission to display a banner over Church Street and have prayers said in front of the Town Hall flagpole. Motion by Ms. Webber, seconded by Mrs. Crisler to grant this request. Passed unanimously.

Requests received from Town Clerk and Naults Windham Honda for authorization to continue as Boat Agents. Motion by Mr. Doyle, seconded by Mrs. Crisler to approve. Passed unanimously. Mr. Sullivan will issue letters of authorization and forward to the appropriate individuals.

Selectmen representative on Planning Board - Motion made by Ms. Webber, seconded by Mr. Hohenberger, to nominate Ms. Crisler as Selectmen Liaison to the Planning Board. Passed unanimously.

Motion made Mr. Doyle, seconded by Ms. Crisler, to nominate Mr. Hohenberger as Alternate Selectmen Liaison to the Planning Board. Passed unanimously.

PUBLIC HEARING - INSURANCE CO-PAY: The Board discussed a proposed increase in the co-pay amounts paid by non-union employees and department heads for health insurance. Currently, the amounts paid are: \$8/week for single coverage and \$12/week for two person and family coverage. With the Board approval, the family rate would increase to \$15 week. Motion by Ms. Webber, seconded by Mr. Doyle, to approve the co-pay increase as presented. Passed unanimously.

BID AWARDS:

Existing Fire Station Renovations: Mr. Sullivan announced that only one bid had been received for renovations to the existing fire station. The bid, from David Howes Construction in Windham, was in the amount of \$157,965.15. Mr. Sullivan recommended that the Board of Selectmen reject this bid, as it far exceeds budgeted funds. Motion by Mr. Hohenberger, seconded by Mr. Doyle, to reject the bid received from David Howes Construction. Passed unanimously.

The Board, at the request of Mr. Sullivan, discussed formation of a committee comprised of the Town Administrator, Planning Director Al Turner, Maintenance Supervisor Allan Barlow, and Mr. Doyle to oversee the renovations. The Committee will act as "Clerks of Work", much of the demolition and general work will be done by the Maintenance staff with specialty items such as electrical, plumbing, and finish carpentry being bids as sub contract work. Motion by Ms. Crisler, seconded by Mr. Doyle, to approve. Passed unanimously.

Town Hall Copier: Mr. Sullivan announced that four bids had been received for the purchase of a new copier for the Town Hall as follows:

United Business Machines	Sharp AR 336	\$7,865
Conway Office Products	Konica 7033	\$7,395
Offtech	Ricoh 350	\$7,050
Danka	Toshiba 3580	\$7,154

Mr. Sullivan explained that the four copiers had been tested by the staff at Town Hall, and that based on their input, coupled with the successful history of Konica, it was his recommendation that the Board approve the purchase of the Konica 7033 from Conway Office Products for the bid price of \$7,395, plus \$100 for possible memory upgrades. Motion by Mr. Doyle, seconded by Mrs. Crisler to approve request up to \$7,495. Passed unanimously.

MINUTES: Motion by Mr. Doyle, seconded by Ms. Webber to approve the minutes of March 13, 2000. Passed 4 - 0, with Mr. Hohenberger abstaining.

OLD BUSINESS:

Griffin Park: Ms. Webber motioned to authorize Mr. Gustenberger, a local resident who has pruned the apple tree at Griffin Park before, to develop a five (5) year plan for the pruning of the tree to ensure its health. Mrs. Crisler seconded. Passed unanimously.

Ms. Webber also requested that Mr. Sullivan insure that the hay bales be removed from underneath the tree.

Mrs. Case recommended that the tree on the Town Common which is decorated each Christmas be pruned as well.

NEW BUSINESS: Ambulance Fees: Mr. Sullivan discussed the updated Medicare allowed rates for ambulance fees and advised the Board that new rates would be posted for an upcoming public hearing. He noted that Medicare's increased allowed rates would not have an effective coverage date for a period of one year.

NON PUBLIC SESSIONS: Mr. Doyle motioned to go into Non-Public Session in accordance with RSA 91:A:3, II a, b, c, and d. Seconded by Ms. Webber. Roll call vote - all members - Yes. The subjects of the sessions were reputations, personnel, land acquisition, and a Board of Health reputation issue. The Board and Mr. Sullivan were present for all sessions.

PUBLIC SESSION:

Personnel: Mr. Doyle motioned to deny two grievances filed by the Municipal Union concerning Holiday Pay. Ms. Webber seconded. Passed unanimously.

Ms. Webber motioned to deny a grievance filed by the Municipal Union concerning a promotional issue. Mrs. Crisler seconded. Passed unanimously.

Mr. Sullivan updated the Board on two personnel issues and will continue to follow up.

Ms. Webber motioned to set the new Tax Collector's salary at step 2 of the applicable pay scale with an increase to step 3 after a period of six months. Mr. Doyle seconded. Passed 4-0-1 with Mr. Hohenberger abstaining.

Land Acquisition: Mr. Doyle made a motion to for go the Town's option to purchase a portion of Lot 1-C-2550 (location of the Herbert Softball Field) and to exercise the town's option to continue its existing lease of this property for an additional period of nine (9) years through March 2009. Seconded by Ms. Webber. Passed unanimously.

Mr. Doyle motioned to support the conveyance to the Town of a portion of the Rockingham Recreational Trail from the State of New Hampshire. The trail is commonly referred to as the old railroad bed between Depot Road and Rte 128, Mammoth Road, and runs through the town's Nashua Road Sports Complex. The conveyance will be subject to a reversionary right to the State should they need it for future transportation purposes. Ms. Webber seconded. Passed unanimously.

Reputations: Mr. Doyle motioned to grant an interest waiver of \$40.36 on a tax bill due to an address error on the town's part. Mr. Hohenberger seconded. Passed unanimously.

The Board recessed the non-public sessions to hold a workshop with the Friends of Arts and Recreation.

Workshop: The Board and member of the Friends of Arts and Recreation discussed the origins of the Friends and their role in assisting the town in furthering the recreational needs of Windham residents. Other topics discussed included how funds are generated by the Friends, donations, and how the Friends and the Recreation Committee could assist each other.

Following the workshop, the Board re-entered non-public sessions to discuss a reputations matter and a Board of Health issue.

Reputations: After discussions, the Board instructed Mr. Sullivan to follow up on the issue with those involved.

Board of Health: Mr. Sullivan gave the Board an update on the library well situation and discussed various proposals to handle same. The Board agreed to work with US Water Consultants for a price not to exceed \$2550 to install a chlorination system for the library's well.

Mr. Doyle moved to adjourn the meeting at 10:15 pm. Ms. Webber seconded. Passed unanimously.

Respectfully submitted,

David Sullivan
Town Administrator

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

