

## **SELECTMEN'S MEETING MAY 6, 2002**

**MEMBERS PRESENT:** Margaret Crisler, Roger Hohenberger, Galen Stearns and Alan Carpenter. Christopher Doyle was excused. David Sullivan, Town Administrator, was also present. Meeting commenced at 7:00 pm.

**ANNOUNCEMENTS:** Mr. Turner, Planning Director, introduced Walter Warren, the new assistant planner. Mr. Warren started working for Windham about three weeks ago. The Board welcomed him to town.

Mrs. Crisler extended the Board's congratulations to Mr. Turner and the Planning Board for the Award of Merit they received from the Office of State Planning for their Route 28 Corridor Study and adoption of the Route 28 Access Management Overlay District. Mrs. Crisler noted that Mr. Carpenter was the Chairman of the Planning Board when this work was done. The Board thanked everyone for their excellent work.

Mrs. Crisler announced that the Windham Garden Club will be holding their annual plant sale on May 18th. The Garden Club is also selling raffle tickets to benefit the Nancy Surette Memorial Scholarship Fund.

Mrs. Crisler noted that the Windham Woman's Club celebrated their 90th Anniversary on Sunday with a reception at Searles Chapel. Senator Klemm, Representatives Griffin, Arndt and DiFruscia presented commendations from the Governor and Congress.

**LIAISON REPORTS:** Mr. Hohenberger stated that the Planning Board is seeking volunteers to serve as alternates for the Planning Board and representatives on the Rockingham Planning Commission. Anyone wishing to volunteer should contact Mr. Turner, Planning Director, PO Box 120, Windham 03087 or by email at [aturner@town.windham.nh.us](mailto:aturner@town.windham.nh.us). The Planning Board meets at least two Wednesdays a month (more as needed) and the RPC meets once monthly.

Mr. Carpenter stated that when the RPC held its meeting in Windham recently, the meeting was well attended by Windham's residents and volunteers. He noted that this was not the norm in other towns and thanked our residents for their involvement.

**CARDINAL & ORIOLE ROADS - STOP SIGN REQUESTS:** Mr. Donahue of 9 Cardinal Road, presented the following petition to the Board signed by many residents of both Cardinal and Oriole Roads.

"We, the undersigned, do hereby request a three way stop sign at the intersection of Cardinal and Oriole Roads. There is a safety issue at this location. As vehicles approach the intersection from Cardinal Road one continuous turn is made onto Oriole Road without hesitation at all. This has resulted in one serious accident and another in the destruction of the Oriole Road sign. There are children waiting for a school bus at this location and also children walking to another bus stop location on Oriole Road."

The Highway Safety Committee reviewed this intersection earlier this year and recommended to deny the request for stop signs and to install a double line around the curve from Oriole onto Cardinal. After discussion of possible solutions, Mr. Stearns motioned and Mr. Hohenberger seconded to send this matter back to the Highway Safety Committee for consideration of making the intersection a 90 degree turn and provide an estimate of cost to do so. Passed unanimously.

**SQUIRE ARMOUR ROAD CUL-DE-SAC:** Mr. & Mrs. Donovan of Squire Armour Road asked that the temporary cul-de-sac in front of their home be removed immediately and not later this summer as planned. Mr. Donovan stated that the date to remove the cul-de-sac has already been delayed.

Mr. Turner, Planning Director, told the Board that the cul-de-sac is needed for a school bus turnaround until the connecting road is in a condition that the bus can safely travel. He noted that 2 catch basins have collapsed and need to be repaired and there is a temporary hump in the road too high for the school buses.

Although the Board understood the concerns voiced by the Donovans, wanting to complete their landscaping and blowing of dirt and debris, the cul-de-sac has to be used until school is out in June. The cul-de-sac will hopefully be removed in late June or early July. Mr. Turner will continue to work with the developer on this matter.

**MINUTES:** Mr. Hohenberger motioned and Mr. Stearns seconded to approve the minutes of April 8, 2002. Passed 3-0 with Mr. Carpenter abstaining as he was not present at the meeting.

**CORRESPONDENCE:** Letter of resignation was received from Police Officer Mark Knight effective May 1, 2002. Mr. Hohenberger motioned and Mr. Stearns seconded to accept Officer Knight's resignation with regret and appreciation for his service. Passed unanimously.

Request received from the Windham Woman's Club to be allowed a refund from the commercial rate for rental of the Searles Chapel last Sunday and grant the non-profit rental rate. Mr. Hohenberger motioned and Mr. Stearns seconded to grant the Woman's Club request as described above contingent on receipt of their non-profit documentation. Passed unanimously.

Letter received from Joanne Welch of Turtle Rock Road expressing her view that the new reduction in hours to dispose of yard waste was too drastic and that the new hours are not sufficient. Some Board members stated they had received the same message from a few other residents and they asked the residents to give this some time. These new hours can be changed, after a trial, if warranted. They asked the residents to wait and see how these hours work out in the near future.

**INTERVIEWS:** The Board interviewed Dennis Senibaldi and Richard Adams who are interested in serving on the Conservation Commission.

**OLD BUSINESS:** Veteran's Exemption: Mr. Noyles spoke to the Board concerning a letter that Veterans received from the Assessing Department asking them to provide the Town with a copy of their discharge papers (DD 214) to qualify them for the Veteran's exemption.

Mr. Noyles stated that he did not think these forms should be kept on file as they contain personal information, such as Social Security numbers, etc. He stated that the law does not require the Town to keep a copy. He further told the Board that he had spoken with Mr. Norman, Town Assessor, and he had been very cooperative.

Mr. Carpenter moved and Mr. Stearns seconded to have Mr. Sullivan and Mr. Norman develop a process for the Town to verify the information needed to qualify the veteran for the exemption without retaining a copy of the discharge and to notify all veterans of the new procedure. Passed unanimously.

**ROW Easement:** The Board was presented a Pedestrian ROW Easement Deed from the Trustee of Ledge Road Realty Trust. Said easement was approved by the Planning Board and reviewed by Town Counsel.

Various Board members expressed concern with the deed, specifically with regard to maintenance and liability issues. It was also noted that the Planning Board is and will be asking for more of these easements in the future. The Board decided to table this discussion and to hold a workshop on May 20th with the Trails Committee, Town Counsel, Conservation Commission and Mr. Turner. Formulations of a template easement will be discussed.

NH ATV Club: Mr. Sullivan told the Board that he was contacted by the NH ATV Club which is working with the state to improve the trails. They have recently filled a 30 yard dumpster with trash from the trails from Hampstead to Windham. The Club is asking the Town to assist them to keep the area clean by helping with costs for barrels or dumpsters.

The Board agreed that barrels are always overflowing and dumpsters would lead to personal trash collection and favored signs requesting all trash brought in to also be taken out by those using the trail.

Baseball/Softball Fields Dedication: Mr. Sullivan reminded the Board that the dedication of the baseball/softball fields at Griffin Park will be held on May 26th. The Baseball Association requested a police detail and asked the Board to approve this at no cost to the Association. Mr. Stearns moved to approve the detail at no cost. Mr. Hohenberger seconded. Passed unanimously.

As a large crowd is expected, there is a concern about over flow parking. After some discussion, it was agreed that the Town van could be used to shuttle visitors from a to be determined site to Griffin Park providing volunteer drivers are available.

Griffin Park Update: Mr. Sullivan informed the Board that the contractor was back on site today and has agreed to finish the "punch list" in ten days, weather permitting.

Mr. Hohenberger asked the Board to start planning a dedication for the park and possibly obtaining a rock with the name of the park carved in it. Mr. Sullivan will contact the Recreation Committee for their assistance with the dedication plans.

Mr. Sullivan explained to the residents that the Town had ordered signs asking residents not to use the fields but the signs read the park is closed. He stated that the park is open and residents are only asked to stay off the fields.

Castle Hill Road Bridge: Mr. Sullivan told the Board that 15 Engineering proposals were received for the Castle Hill Road bridge reconstruction. Mr. Sullivan, Mr. Turner and Mr. McCartney are reviewing these proposals and will propose a short list when they meet next week with Pelham.

Horseshoe Road Improvement Bids: Mr. Sullivan stated that two bids were received for the Horseshoe Road work.

Devlin Construction	\$236,359.00
Tate Brothers Paving	\$224,200.00

Mr. Sullivan noted that both he and Mr. McCartney recommend awarding the bid to Tate Brothers Paving. Mr. Hohenberger motioned to award the bid to Tate Brothers Paving for a price not to exceed \$224,200.00. Mr. Stearns seconded. Mr. Carpenter suggested that the Town rebid the project in order to get more bidders. Mr. Turner stated that this was the worst time to bid out projects as companies already have their projects set for the season. Motion passed 3-1 with Mr. Carpenter opposed.

**NON-PUBLIC SESSIONS:** Mr. Hohenberger motioned and Mr. Stearns seconded to go into non-public sessions in accordance with RSA 91-A:3, IIa,b and e. Roll call vote - all members - yes. The subjects were personnel and hiring.

Mr. Stearns motioned and Mr. Hohenberger seconded to authorize Mr. Sullivan to proceed with negotiations in the hiring of the Finance Director. Passed unanimously.

The Board, Mr. Sullivan, Chief Fruchtman and Deputy Messier discussed a personnel matter. No action.

Mr. Sullivan updated the Board on a legal matter.

**WORKSHOP WITH CONSERVATION COMMISSION AND PLANNING BOARD:** The Board held a workshop with Alfred Turner, Ross MeLeod, James Finn, Lisa Linowes, Cheri Howell and Wayne Morris, who serve either on the Planning Board or Conservation Commission, to discuss the best way to communicate to the DOT regarding Windham's mitigation requests for the impacts from the planned I-93 improvements.

The discussion focused on the best way to present the areas and properties that Windham feels would best serve as mitigation for this project. A consensus was reached to send a letter to the DOT, signed by the Selectmen and chairs of the Planning Board and Conservation Commission tomorrow naming the priorities and follow up with detailed information on the areas and rationale for these selections.

Mr. Hohenberger motioned to adjourn. Mr. Stearns seconded. Meeting adjourned at approximately 10:30 pm.

Respectfully submitted,

Kathleen Davis  
Administrative Assistant

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

