

SELECTMEN'S MEETING
JULY 14, 2003

MEMBERS PRESENT: Alan Carpenter, Roger Hohenberger, Christopher Doyle and Bruce Breton. Galen Stearns was excused. David Sullivan, Town Administrator, was also present. Meeting commenced at 7:40 pm.

MOMENT OF SILENCE: Mr. Carpenter asked for a moment of silence in memory of Robert Thorndike who served as a Selectman for twenty years and also served the Town as Town Surveyor and Consultant for many years.

PUBLIC HEARING: Mr. Carpenter read the following notice: "In accordance with RSA 231:28, the Board of Selectmen will hold a public hearing on July 14, 2003 at 7:15 pm, Planning and Development Department, for the purpose of discussing a petitioned request to upgrade Hopkins Road from a Class VI highway subject to Gates and Bars to a Class V highway, with the intention of considering holding a conditional layout proceeding. The details of the proposed construction and the costs associated will be discussed at this hearing".

Town Counsel, Bernard Campbell, spoke explaining the process, noticing of property owners and mortgage holders, various methods to distribute costs and informing the Selectmen that they must do a site visit prior to any decisions.

Jack Szemplinski of Benchmark Engineering, who represents the developer, H & B Homes, displayed maps depicting Hopkins Road and the surrounding area. He told the Board that H & B Homes is requesting to upgrade about 800 feet of Hopkins Road from Mitchell Pond Road to the railroad bed. He further stated that they will bring this portion of the road up to town standards and go before the Planning Board and Conservation Commission for approvals. They will also have to have approval from the State for crossing wetlands and railroad bed.

Mr. Carpenter read a letter from the Conservation Commission requesting the Board to consider the following:

"Require H & B Homes to provide environmental data in support of the current placement of Hopkins Road as the least invasive plan and
Review the existing trail network that exists in Phase II and develop a plan that will support continued use by Windham residents".

Diana Fallon and Lisa Linowes of the Conservation Commission gave additional input.

The following persons spoke to the Board expressing their concerns regarding this request: Robert Coole, Nancy Costa, Al Lemay, Steven Tomasi, Bo Rueda, Brain Harvey and Ruth Robertson. Subjects included: what is the benefit to the town to do this, cost distribution (developer will pay all costs), cutting of trees, use of cut trees for residential heating, traffic concerns, preservation of trails , disturbing wildlife, width of pavement, speed, flooding, noise. privacy and the possibility of making approval of the request contingent on a Depot Road connection in Derry.

Mr. Carpenter read letters from the Fire and Police Chiefs in support of this request stating it would provide a secondary means of access and egress in the event of an emergency.

The Board scheduled a site walk for August 11 at 5:30 pm (prior to their meeting) and agreed to hold another public hearing for August 18th. The developer was asked to flag the area and bring a plan showing the bounds.

NON-PUBLIC SESSION: Mr. Doyle motioned and Mr. Breton seconded to go into non-public session in accordance with RSA 91-A:e, IIb. Roll call vote – all members – yes. The Board, Mr. Sullivan and Joan Tuck, Town Clerk, were in attendance. The subject was hiring.

Mr. Doyle motioned and Mr. Breton seconded to approve the hiring of a candidate for deputy town clerk subject to successful background and medical checks. Passed unanimously.

AUDIT REPORT: Robert Vachon of Vachon & Clukay, presented the Audit Report for the Town of Windham for 2002. Mr. Vachon stated that the Town is in an excellent financial position. The Town has a strong cash position, with very low bond debt. He did encourage the Town to maintain a larger fund balance in case of emergency. Last year \$558,845 was used from the fund balance to reduce the 2002 property tax rate.

Mr. Vachon reminded the Board that the Town will have to begin using GASB reporting in 2004. Also there are new Fraud Standards which were developed after recent business events.

It was noted that our new Finance Director, Dana Call, has done a great job in her first year in Windham.

REQUEST FOR EASEMENT: Mr. Sullivan told the Board that H & B Homes is requesting an easement from the Town of Windham for proposed improvement near Libby Road (off Route 28). Joseph Maynard of Benchmark Engineering explained the request. He stated that they need a 15 foot temporary slope easement. He told the Board that the State is requiring a letter from the Town allowing the improvements. It was noted that Mr. Turner, Planning Director, supports this work. Mr. Hohenberger motioned to allow H & B Homes to use approximately 15 feet of town property for slope work as it relates to this project and as shown on the plan presented by Benchmark Engineering. Mr. Doyle seconded. Passed unanimously.

PUBLIC HEARING: Mr. Carpenter read the following notice: “ In accordance with RSA 31:95-b, the Board of Selectmen will hold a Public Hearing on July 14th at 7:15 pm at the Planning Department for the purpose of considering the acceptance of a LCHIP grant in the amount of \$686 to the Town to be used towards the cost of purchasing lot 14-A-200”.

Mr. Sullivan stated that this grant is toward the Ingersoll land purchase. Mr. Doyle asked if there were restrictions on the property in connection with the acceptance of this grant. Mr. Sullivan stated that it requires the land to be kept as is and a sign erected that displays the LCHIP logo. Mr. Doyle moved and Mr. Hohenberger seconded to accept the LCHIP grant for \$686 toward the purchase of Lot 14-A-200 and to authorize Mr. Sullivan to sign the required paperwork. Passed unanimously.

RECREATION: Mr. Sullivan told the Board that Sam Maranto, Chairman of the Recreation Committee, requested the Board’s input as to the number and type of courts to be constructed at Griffin Park. The Board’s response was as follows:

Mr. Breton 4 Basketball Courts

Mr. Doyle 2 Basketball & 2 Tennis Courts

Mr. Hohenberger 2 Basketball & 2 Tennis Courts - same footprint

Mr. Carpenter 2 Basketball & 2 Tennis Courts with fences

The Board requested costs for each option.

ANNOUNCEMENTS: Mr. Sullivan announced that the Annual Senior Picnic will be held Wednesday, July 16th at the Fire Station. The Town Hall, Planning and Administration will be closed on that day to allow town employees to host the event.

Mr. Sullivan announced that starting August 1, 2003 the town website will be done by town staff. The Board and Mr. Sullivan thanked the volunteers who have done the website since its inception. The work is truly appreciated.

Mr. Sullivan stated that the Church Street culvert construction will begin this week and it is expected to be completed in late August. He stated that the Highway Safety Committee recommends Church Street remain one-way after reopening.

MINUTES: The approval of the minutes of June 30 was tabled.

LIAISON REPORTS: Mr. Doyle moved to appoint himself as the Selectmen member and Bruce Breton the alternate member of the Planning Board for the next 4 months (July – October). Mr. Hohenberger seconded. Mr. Carpenter stated he was not in favor of having the same selectman on two land use boards. Motion passed 3-1 with Mr. Carpenter opposed.

Mr. Breton stated that Recreation will be sponsoring a lacrosse camp at Griffin Park from August 4 through the 8th. For more information contact Mike Kobilarcsik at 1-207-363-4907.

Mr. Carpenter gave the Board members notes on the items they discussed and agreed to at the Business & Economic Development Workshop held in June. He asked that they review the notes and be prepared to discuss the next 7 items at the next Selectmen's meeting.

Mr. Carpenter announced that the ribbon cutting for McDonald's will be Thursday, July 17th at 8:30 am.

NON-PUBLIC SESSION: Mr. Doyle motioned and Mr. Breton seconded to go into non-public session in accordance with RSA 91-A:3, IIc. Roll call vote – all members – yes. The Board and Mr. Sullivan were in attendance. The subject was appointments.

Mr. Doyle moved and Mr. Hohenberger seconded to appoint Bruce Anderson as a regular member of the Conservation Commission until 2006 and to appoint Dennis Senibaldi as a regular member of the Conservation Commission until 2004 contingent on allowance for Conservation Commission comments on appointments if needed. Passed unanimously.

Mr. Doyle motioned to adjourn. Mr. Hohenberger 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.



