

**SELECTMEN'S MEETING
OCTOBER 20, 2003**

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

ANNOUNCEMENTS: Bruce Breton announced that the Baseball Association will be holding registration at Center School from 5:30 to 8:00 pm on October 21, 23rd and November 3 and 5th.

LIAISON REPORTS: None.

Mr. Breton stated that Jay Yennaco is making custom baseball gloves. His web site is yennacocustomgloves.com.

GROUNDS KEEPING BID AWARD: Mr. Sullivan stated that the Town has procured bids for the grounds keeping of all town properties, excluding school properties. The school opted to obtain their own services. The landscaping companies who bid are: Hillside, Boyden and Brandin. Hillside bid on only Griffin Park. Boyden bid the complete specifications. Brandin did not bid any infield maintenance, other than on Griffin Park.

The bid amounts for Griffin Park are as follows:

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| Hillside | \$45,806 |
| Boyden | \$47,600 |
| Brandin | \$38,000 |

Bids inclusive of Griffin Parks are as follows:

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| Boyden | \$91,675 |
| Brandin | \$68,300 |

In addition to the Town specifications, the baseball and soccer associations asked for prices on the following items:

Griffin Park Only

1. Each field should be over seeded one time a year. This includes three baseball fields and the soccer fields.
2. Each field should be top dressed with sand once per year. This dressing takes place with core aeration.
3. During playing seasons, grass height shall be kept at 2 inches on playing fields. To accomplish this, fields shall be mowed two times per week in May and June for baseball and two times per week in May, June, September and October for soccer.

4. Baseball infields, for the first two ball fields, shall have surface applied at the rate of 2 tons per field. The larger field shall have surface applied at the rate of 3 tons per field.
5. Contractors shall supply a price for sod replacement as required. This price should be based on an estimate for the year and not a unit price.

The Board, Mr. Sullivan and the representatives from the three landscaping companies discussed, in detail, the items and costs for the items listed above. Mr. Hohenberger moved to award the total package to Brandin for \$68,300, without irrigation. No second.

Mr. Breton suggested that the Town rebid this with three bid packages. Mr. Stearns was not in favor of doing this at this time. Mr. Carpenter agreed with Mr. Breton and further felt the bid results were confusing as presented. Mr. Sullivan went over all details of the bids again for clarification and the contractors also clarified many items.

Mr. Doyle was excused for approximately one hour.

Mr. Hohenberger motioned to award the bid package to Brandin for a bid price of \$82,300 without irrigation (this would include all town fields including Griffin Park). Mr. Carpenter seconded for discussion. Mr. McMahon asked the Board to allow Hillside to maintain Griffin Park as they know the fields well and are experienced in field maintenance and drainage issues. Mr. Samsel also supported splitting the bid and allowing Hillside to maintain Griffin Park.

Motion by Mr. Hohenberger failed 1-3 with Mr. Carpenter, Stearns and Breton opposed.

Mr. Carpenter motioned to award the bid for Griffin Park to Hillside for \$45,806 including all irrigation and the remaining properties to Brandin for \$45,000 (the original bid less the cost attributable to Griffin Park). The bidders agreed to hold these prices for three years at the Town's option. Mr. Breton seconded. Passed 3-1 with Mr. Hohenberger opposed.

BOARD OF HEALTH: The Board recessed the Selectmen Meeting and convened the Board of Health Meeting.

PUBLIC HEARING – WELL ORDINANCE: Mr. Turner, Deputy Health Officer, explained that when the Board passed amendments to the Well Ordinance a few weeks ago, it was not posted properly and thus has been reposted and needs to be addressed again this evening. The sections, as proposed, read as follows.

2.8 Every well must supply adequate potable water for the purpose for which it is intended and shall provide satisfactory evidence* of continuing capability to do so. The following are guidelines for what will

be considered satisfactory and may be varied by the Health Officer in cases where there is otherwise demonstrated an adequate supply of water for the purpose for which the well is intended. All drinking water wells shall meet the acceptable levels for EPA primary safe drinking water.

*The well construction details and pump test results must be documented and provided to the Town on a form available from the Windham Health Department.

The pump test must be overseen and documented by a licensed water well contractor or licensed pump installer, or a licensed geologist or professional engineer with appropriate qualifications. If a well fails to meet the required pumping rate and performance standards, the Health Department may allow the additional water volume needed to be met by adding a water storage tank to the domestic water system.

All wells shall be tested for contaminants from the latest recommended "Standard Analysis" list from the New Hampshire Department of Environmental Services.

Each well shall be tested at the wellhead prior to allowing the building framing to begin. The well is required to be tested again prior to occupancy at the kitchen faucet for any parameters that failed to meet the recommended levels. The copper and the lead test shall only be done during the second water quality test. The required minimum parameters to be tested are; Arsenic, Bacteria, Chloride, Copper (nonflushed), Nitrate, Nitrite, Hardness, Iron, Sodium, Lead (nonflushed), Manganese, Fluoride, pH. All drinking water wells shall be tested to the NH DES recommended standard analysis for drinking water. The tested parameters shall meet the acceptable levels for EPA primary safe drinking water. All tested parameters shall be disclosed to the purchaser of a property prior to closing.

2.10 Required, additional Test Parameters;

VOCs (solvents and hydrocarbons) (special bottle required), Radon (special bottle required), Analytical Gross alpha (AGA), All drinking water wells shall be tested for the NHDES recommended standard analysis for drinking water standards. The tested parameters shall meet the acceptable levels for EPA primary safe drinking water. All tested parameters shall be disclosed to the purchaser of a property prior to closing.

Mr. Turner explained all changes and testing procedures. Mr. Hohenberger motioned to approve the Well Ordinance as amended. Mr. Breton seconded. Passed unanimously (including Mr. Turner).

The Board adjourned the Board of Health Meeting and reconvened the Selectmen's Meeting.

HISTORIC DISTRICT COMMISSION (HDC): Mr. Breton moved and Mr. Hohenberger seconded to move the HDC item ahead on the agenda. Passed unanimously.

Pat Schena, Chairman of the HDC, spoke with the Board to ascertain what role the Board wished the HDC to play in the preservation/restoration of the West Depot area. He stated that they have met with the Rail to Trails group and there is a possibility of obtaining a small grant which would help to ascertain ownership of the buildings and land in that area.

Mr. Sullivan explained that the Town owns two areas of approximately .3 acres. This land was purchased from the State years ago but the State still retains two individual tracks of right of way which encompass much of the area.. The depot and storage shed are located within the State right of way, but the salt shed is on town property.

Mr. Carpenter suggested that we ascertain ownership and then evaluate the condition and possible renovation of the buildings. Mr. Schena asked the Board for a letter of support for this project and the Board agreed.

Mr. Sullivan noted that although this area is a historic district the State does not have to follow our guidelines.

GRIFFIN PARK UPDATE: Mr. McMahon told the Board that although there was a rain delay, there is progress at the park. On November 1st, the block will be started on the building. The rough electric and plumbing are in as is the propane and septic. The cement floor will be poured the end of this week.

Mr. McMahon asked the Board to approve a quote of \$3,000 by Taylor Paving for a pipe and culvert while his equipment is on site. This is part of the drainage to be completed in the spring with laser grading and sod or seed. After discussion, Mr. Hohenberger motioned to approve the quote from Mr. Taylor as described above. Mr. Carpenter seconded. Passed unanimously.

Mr. McMahon further reported that tennis, basketball and skateboard areas will have crushed gravel and a binder coat of asphalt applied next week. The final coat will be applied in the spring.

Mr. McMahon noted that DES will require a Dredge and Fill Application and permit for any work on the pond.

SIGN REQUEST: Mr. McMahon reported that the DOT is allowing Lobster Tails to have signs on I93 that they requested and he thanked the Board for their assistance is gaining the waiver.

MINUTES: The approval of the minutes of October 6, 2003 was tabled.

Mr. Stearns stated that after review of the tape of the Board's meeting of August 14, 2003, the motion regarding placement of a "No Thru Trucking" sign on Bridle Bridge Road, should have been recorded as **not to place** rather than to place the sign. Mr. Hohenberger motioned to reconsider the motion. Mr. Carpenter seconded. Passed 4-1 with Mr. Stearns opposed. Mr. Hohenberger motion to place a "No Thru Trucking" sign on Bridle Bridge Road. Mr. Doyle seconded. Passed 3-2 with Mr. Stearns and Mr. Breton opposed.

CORRESPONDENCE: The contract for Emergency Dispatch Services between the Town of Derry and the Town of Windham is due for renewal. Mr. Doyle motioned to renew the contract for Emergency Dispatch Services with Derry for one year. Mr. Hohenberger seconded. Passed unanimously.

Road Bonds: Mr. Hohenberger motioned to approve the partial release of the Site Bond for the Windham Presbyterian Church in the amount of \$10,000.00. Mr. Carpenter seconded. Passed unanimously.

Mr. Doyle motioned to approve the partial release of the road bond for Castle Reach Phase II of-site to Mockingbird Hill Road in the amount of \$48,499.85. Mr. Hohenberger seconded. No vote was taken as the Board requested clarification as to the exact location.

Letter received from the Conservation Commission inviting the Selectmen and Mr. Sullivan to attend the non-public portion of their October 23rd meeting regarding the DOT's plans for I-93 mitigation. The consensus of the Board was they would not attend this meeting as they felt this meeting should only be with Conservation, DOT and Senator Sapareto.

Letter received from the Water District Charter Committee requesting \$5,000 contribution for 2003 and the same early in 2004. The Board will discuss this at budget hearings. There are no funds for this in the 2003 budget.

OLD/NEW BUSINESS: The Board and Mr. Sullivan discussed dates for budget meetings.

NON-PUBLIC SESSIONS: Mr. Doyle motioned and Mr. Hohenberger seconded to go into non public sessions in accordance with RSA 91-A:3, IIa. Roll call vote – all members – yes. The subject was personnel.

First Session – The Board, Mr. Sullivan, Chief Moeckel and Ms Davis were in attendance. The subject was a police grievance. Mr. Carpenter motioned to approve a step increase for Officer Desilets retroactive to July 30, 2003. Mr. Breton seconded. Passed 3-2 with Mr. Hohenberger and Mr. Stearns opposed.

Second Session – The Board, Mr. Sullivan and Ms Davis were in attendance. Mr. Sullivan updated the Board on two personnel matters. No decisions.

Mr. Doyle motioned and Mr. Breton seconded to adjourn. Meeting adjourned at approximately 10:30 pm.

Respectfully submitted,

Kathleen M. Davis
Human Resources Coordinator.

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