

**SELECTMEN'S MEETING
NOVEMBER 3, 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: Mr. Sullivan announced that the Town won third place in the Municipal Association's Annual Town Report Contest. He thanked the Department Heads for their input, Dana Call, Finance Director, for providing the financial reports and Wendi Devlin for the artistic works.

Mr. Stearns noted that "Images of America Windham" by Bradford Dinsmore is on sale though out the Town.

LIAISON REPORTS: Mr. Hohenberger reported that the CIP made their presentation to the Planning Board and only one change was made.

Mr. Carpenter reported that the Technology Advisory Committee met and items on their agenda included documentation of the IT infrastructure, connecting all departments and review by department heads periodically of voice mail messages.

Mr. Breton noted that baseball sign ups are tonight and November 5th.

Mr. Stearns reported that the concession building at Griffin Park is progressing swiftly.

INTERVIEW: The Board interviewed Greg Cappiello for an alternate position on the Cable Advisory Board.

MINUTES: Mr. Hohenberger motioned to approve the minutes of October 6, 2003 as presented. Mr. Doyle seconded. Passed unanimously.

Mr. Hohenberger motioned to approve the minutes of October 20, 2003 as presented. Mr. Doyle seconded. Passed unanimously.

CORRESPONDENCE: Road Bond - Mr. Doyle motioned to approve the partial release for Castle Reach Phase II off-site to Mockingbird Road in the amount of \$48,499.85. Mr. Hohenberger seconded. Passed unanimously.

Soccer Fields - Mr. Sullivan told the Board that a letter was received from the Soccer Association offering to donate funds up to \$3,000 for the over seeding of the field at Griffin Park and replacement of sod in the goal areas on the Nashua Field. Mr. Sullivan further stated a contractor has agreed to do the work for \$3,000 and the Association would like to do it immediately before bad weather arrives. Mr. Sullivan stated that a

public hearing was necessary to accept the donation, however they could consider approving the work and then schedule the hearing for November 17th to accept the donation.

Mr. Carpenter motioned to approve the expenditure of \$3,000 to over seed the soccer field at Griffin Park and replace the sod in the goal areas at the Nashua Road field. Mr. Breton seconded. Mr. Hohenberger stated that he was not in favor of doing the work before the public hearing is held. He noted that his objection was only to the process and not the donation or the work. Motion failed 1-4 with only Mr. Breton in favor.

Mr. Hohenberger motioned to schedule a public hearing on November 17, 2003 to consider the acceptance of a donation of \$3,000 from the Soccer Association for work on the soccer fields as described above. Mr. Doyle seconded. Passed unanimously.

Supplemental Retirement – Mr. Sullivan explained that the Supplemental Retirement Plan for Group One employees has amendments required by the IRS regarding rules for distributions for participants age 70 ½ who are still working, which require a signature for adoption by the Chairman of the Selectmen. Mr. Doyle motioned to authorize the Chairman to sign the amendments to the Diversified Supplemental Retirement Plan as required by the IRS regarding distribution rules for participants age 70½ and over. Mr. Carpenter seconded. Passed unanimously.

OLD BUSINESS: Mr. Breton asked the status of the Board of Adjustment request to raise their fees from \$35 to \$60. Mr. Sullivan stated that a public hearing on this proposed increase is scheduled for November 17, 2003.

NON-PUBLIC SESSIONS: Mr. Doyle motioned and Mr. Breton seconded to go into non-public sessions in accordance with RSA 9-A:3, IIa, b and c. Roll call vote – all members – yes. The Board, Mr. Sullivan and Ms Davis were in attendance. Subjects were personnel and hiring.

Personnel: Mr. Sullivan updated the Board on the following personnel matters.

- The candidate selected for Fire Inspector withdrew due to personal reasons.
- Walter Warren, Assistant Planning Director, has resigned. Mr. Doyle moved to accept Mr. Warren's resignation with regret and wished him good luck in his new position in Merrimack. Mr. Hohenberger seconded. Passed unanimously.
- Mr. Sullivan updated the Board on another personnel issue, no decisions needed.

Public Session resumed.

APPOINTMENTS: Mr. Hohenberger motioned to appoint Greg Cappiello and John Alosso as alternates (3 years) on the Cable Advisory Board. Mr. Doyle seconded. Passed unanimously.

PUBLIC HEARING – Wal-Mart Donation - Mr. Stearns read the following notice – “In accordance with RSA 331:95-b, the Board of Selectmen will hold a Public Hearing on November 3, 2003 at 7:30 PM at the Planning Department for the purpose of considering the donation to the Town of a monetary contribution from Wal-Mart for \$375 through their Community Involvement Program”.

Deputy Fire Chief McPherson told the Board that he and Police Captain Yatsevich met with the Wal-Mart Community Development Program and each department was awarded a \$375 grant for Neighborhood Outreach. Mr. Doyle motioned to accept the donation to the Fire and Police Departments of \$375 each and thanked the Deputy and Captain for their work. Mr. Hohenberger seconded. Passed unanimously.

PUBLIC HEARING – Dept of Justice Grant – Mr. Stearns read the following notice – “In accordance with RSA 31:95-b, the Board of Selectmen will hold a Public Hearing on November 3, 2003 at 7:45 PM at the Planning Department for the purpose of considering the acceptance of a NH Department of Justice Grant in the amount of \$9,035.57 to the Town to be used towards domestic preparedness equipment, including respirators and decon equipment”. Fire Chief Messier explained the grant and noted that the equipment would be shared by the Police and Fire after proper training. Mr. Doyle motioned to accept the NH Department of Justice Grant in the amount of \$9,035.57 to be used towards domestic preparedness. Mr. Breton seconded. Passed unanimously.

NON-PUBLIC SESSION – Mr. Doyle motioned and Mr. Hohenberger seconded to go into non- public session in accordance with RSA 91-A:3, IId. Roll call vote – all members – yes. The Board, Mr. Sullivan, and the following members for Conservation Commission were present: Mr. Anderson, Mrs. Linowes, Mr. Seniow, and Mrs. Lucas. The subject was land acquisition.

The Board discuss possible land acquisitions. Mr. Carepnter moved to seal the minutes. Mr. Breton seconded. Passed unanimously.

Mr. Carpenter motioned to adjourn. Mr. Hohenberger seconded. Meeting adjourned at approximately 9:00 pm.

Respectfully submitted,

Kathleen Davis
Human Resources Coordinator

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

