

**SELECTMEN'S MEETING  
AUGUST 30, 2004**

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

**BOY SCOUTS:** Chris Cole requested permission for Boy Scout Troop 266 and Crew 266 to use the pavilion at Griffin Park on September 9, 2004 from 5:30 pm to 9:00 pm for a membership drive and picnic. Mr. Cole stated that they will bring their own grills and remove all their trash. Mr. Stearns motioned to allow Boy Scout Troup 266 to use the pavilion at Griffin Park on September 9, 2004 for their membership drive. Mr. Doyle seconded. Passed unanimously. The Board asked Mr. Barlow to open the restrooms for that date if they are completed.

**TRAIL MEETING:** Mr. Sullivan asked the Board to email him their availability for this week and next, for a meeting with the DOT, and the Department of Resources and Economic Development, to discuss the proposed trail.

**TOWN COMPLEX PAINTING:** Mr. Sullivan stated that last week the Historic District/Heritage Committee had some concerns regarding the painting at the Town Complex. Chief Messier, Allan Barlow and the contractor, Christopher Doyle met and the issues were resolved. Mr. Sullivan noted that damaged wood will be replaced and Mr. Barlow will do a punch list for the contractor to follow up on the project.

**ROCKINGHAM PLANNING COMMISSION (RPC):** Mr. Carpenter announced that the RPC will be meeting at the Windham Town Hall on September 8<sup>th</sup> at 6:00 pm and residents are invited to attend.

**CROSS WALK:** Mr. Breton told the Board that Senator Sapareto offered to meet with the DOT to again request a cross walk on North Lowell Road in front the Bartley House.

**SALEM BOYS AND GIRLS CLUB:** Mr. Stearns stated that last week he toured the new Salem Boys and Girls Club in Salem and reported that it is a gorgeous facility. He stressed that the Club welcomes Windham's children.

**WORKSHOP – MR. TURNER, PLANNING DIRECTOR:** Mr. Turner updated the Board on the following department matters.

Building Inspections, Permits and Income – All items have increased this year - income is up over \$100,000.

Three new building codes are being enforced - The State Commercial Building Code, State Energy Code and the Town's new well ordinance. The State also has new initiatives for Public Health – West Nile Virus, Quinine Encephalitis, flu shots and health care and emergency response procedures.

The Planning Department is now fully staffed – 2 part time building inspectors and an assistant planner.

The Department is hoping to complete a draft for a new Residential Building Code, a new Septic System Ordinance, a Route 28 special growth ordinance and a Growth Management Timing and Phasing Ordinance before year end. Also, the Department is working to upgrade the computer for a new building permit program and ARCH View software.

The Board and Mr. Turner discussed staffing and responsiveness by the staff to the residents. Mr. Carpenter suggested that the staff approach the residents as their customers. Mr. Sullivan stated that Capt Yatsevich is reviewing training options for all departmental support staffs.

The need for one of the building inspectors to attend the Zoning Board meetings was also addressed. The engineering meetings were discussed as to their format and the timing for reviewing proposed plans. Build out numbers were discussed and should be addressed in the proposed new Master Plan.

The Board, Mr. Sullivan and Mr. Turner discussed the Board's vote last week directing the Planning Department staff to stop the collection of conditional fees on any approved subdivisions. The Board will be meeting with Town Counsel on this matter and in the interim it was agreed that the Planning Department will not collect any of these fees.

Barbara Coish explained the donations that Windham Senior Citizens Inc. has received to date.

Dennis Senibaldi asked if the engineering meeting were open to commissions and the public. Mr. Sullivan explained that under the Right to Know Law, they were not considered meetings – simply for staff. Mr. Breton suggested that Mr. Senibaldi could ask the staff and others if he could attend if there was something of interest.

Mr. Carpenter noted two items for follow-up: Update from the IT Director as to when and the cost of the needed upgrades for the computers and for Capt Yatsevich to follow up with the training for staff.

**SISTER CITY:** Barbara Coish reported that her, Chief Moeckel, John Breda and Betty Williams just returned from Suzdal, Russia, our Sister City. She stated that they visited the students who were here in May, visited two orphanages and the quilters.

Chief Moeckel reported that he first visited Suzdal five years ago and now the economy is stronger, gas stations are being built and the residents send their best to our residents. He also stated that they visited Bruce Flanders, former Building Inspector. He may have back surgery there in the near future.

**FIRE DEPARTMENT:** Chief Messier told the Board that the generator for Engine 1 needs repairs costing \$2500 to \$3000. He further

stated that due to the age of the generator it is not worth the cost of repairs. The Chief told the Board he had three quotes for a new generator. Mr. Doyle motioned to waive the bid process for replacing the generator. Mr. Stearns seconded. Motion passed 4-1 with Mr. Hohenberger opposed.

The bids were as listed below:

MB Tractor	\$4483.00
Cummings	\$5477.50
Kraft Power	\$6820.00 (Larger Size)

Mr. Doyle motioned to award the bid to MB Tractor for the price quoted of \$4483.00. Mr. Breton seconded. Passed 4-1 with Mr. Hohenberger opposed as bid process was waiver.

Mr. Stearns suggested that the Chief call the Salem High School Technical Department to see if they would be interested in repairing the generator for instructional purposes.

**HIGHWAY AGENT:** Reconstruction of Castle Hill Road – Mr. Sullivan stated that this project has been sent out to bid twice and only one bid of \$188,450 was received. Mr. Sullivan noted that funds for this project will lapse at the end of this year (three year limit). Mr. McCartney, Highway Agent, stated that he sent out seven sets of specifications and only received the one bid. The bidders had 60 days to respond. Mr. Hohenberger questioned why there was such a discrepancy between the developers estimate and the bid we received. Mr. McCartney stated that our specs were expanded. The Board discussed the possibility of going back out to bid and give a 90 day window for response (December 1<sup>st</sup>) and award the bid in 2004 for work to be completed in 2005. Mr. Breton moved to re-bid the reconstruction of Castle Hill Road as described above. Mr. Doyle seconded. Passed unanimously.

**WORKSHOP – POLICE DEPARTMENT – CHIEF MOECKEL – CAPT YATSEVICH:** Chief Moeckel told the Board that the Rape, Assault and Defense (RAD) programs both for adults and children, are going well.

He reported that the OHRV patrols are out in various areas of town. The one OHRV on loan is overextended and will be returned and patrols will continue with the one vehicle the department owns.

The Chief stated that he has been looking at possible redistricting of the Town and possibly adding a sector which would require additional personnel and equipment. Also, the police would like some space for officers to do their reports in the possible new fire sub station.

Chief Moeckel expressed his concerns regarding the overtime budget this year as the department is short a patrol officer and additionally one officer is out on disability. Also, the dispatch overtime is an issue as one

employee has been out on disability the entire year. He also noted that Leonard Morgan is retiring as a dispatcher after 27 years of service.

Mr. Doyle asked if the trailer speed devise has been procured. The Chief stated that they are waiting to see if we receive a matching grant.

The Chief reported that laptop computers in the cruisers are not conducive to the reports the officers must file. He further stated that they are looking into the possibility of a grant for funding a safety officer.

The Board also discussed the possibility of purchasing kennels for restraining dogs that are brought into the station until the situation is resolved.

Mr. Breton asked the status of the cable hookup at Griffin Park. Mr. Sullivan stated he would follow-up with the IT Director on this matter.

Mr. Breton commended the Police Department for their patrols at Griffin Park.

Mr. Breton motioned to accept the resignation of Dispatcher Leonard Morgan with regret and congratulations on his retirement. Mr. Stearns seconded. Passed unanimously.

**HIGHWAY SAFETY RECOMMENDATIONS:** Mr. Sullivan stated that there was a request received for a “No Thru Trucking” sign and reducing the speed limit to 25 mph on Hardwood Road. Mr. Sullivan told the Board that the Highway Safety Committee recommends that the placement of a “No Thru Trucking” sign be denied as the Committee saw no evidence of heavy trucking beyond local needs.

Mike Cullinan of 16 Hardwood Road spoke in favor of both issues stating that he was seen heavy trucks and vehicles speeding. He also noted that other streets in town have these signs and lower speed limits. The Police Department will do a traffic survey which will include speed, number and types of vehicles.

Troy Heath of 7 Hardwood Road asked the Board to consider lowering the speed limit for the safety of both the drivers and residents.

Mr. Hohenberger motioned to deny the “No Thru Trucking” sign on Hardwood Road. Mr. Stearns seconded. After discussion, Mr. Hohenberger withdrew his motion until the police complete the traffic survey and report the results to the Board at their September 13<sup>th</sup> meeting.

The consensus of the Board regarding looking at lower the speed limit town wide, is to begin with having a workshop with the Highway Safety Committee to discuss the matter.

**ESTY ROAD:** Mr. Sullivan told the Board that the estimate to repair Esty Road is in excess of \$5,000 which includes leveling, grading and fill. He noted that this is a private road of which the Town is an abutter

to about half. Mr. Sullivan requested the Board's permission to speak with the residents to see what they are willing to contribute towards its repair. The Board authorized Mr. Sullivan to speak with the residents and report back to them at their September 13<sup>th</sup> meeting.

**CAPITAL IMPROVEMENTS PLAN (CIP):** Mr. Sullivan asked the Board to reconsider its decision last week to remove the Castle Hill Bridge from the CIP Plan. He further requested that they possibly push it out until to 2006. He indicated that he understands at this point that the Pelham Selectmen plan to request funding for the next phase of the project at their upcoming 2005 Town Meeting. This would keep Windham's options open.

Mr. Hohenberger motioned to reconsider the Castle Hill Bridge voted of last week. Mr. Carpenter seconded. Motion passed 3-2 with Mr. Breton and Mr. Doyle opposed.

Mr. Stearns motioned to leave the Castle Hill Bridge project on the Selectmen's recommendations for the CIP until 2006. Mr. Hohenberger seconded. Passed 3-2 with Mr. Breton and Mr. Doyle opposed.

**NON-PUBLIC SESSIONS:** Mr. Doyle motioned and Mr. Stearns seconded to go into non-public session in accordance with RSA 91-A:3, IIa, c and d. Roll call vote – all members –yes.

Personnel – The Board, Mr. Sullivan, Chief Moeckel, Capt Yatsevich and Kathleen Davis were in attendance. Mr. Stearns motioned to not renew a contract with a contracted employee. No second.

Mr. Hohenberger motioned to grant a 30 day extension of a contract with a contracted employee with performance review. Mr. Doyle seconded. Passed 4-1 with Mr. Stearns opposed.

Chief Moeckel updated the Board on a grievance.

Chief Moeckel updated the Board on another personnel matter.

Mr. Doyle motioned to adjourn. Mr. Breton seconded. Meeting adjourned at approximately 11:00 pm.

Respectfully submitted,

Kathleen Davis  
Human Resources Coordinator

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