

**BOARD OF SELECTMEN**  
**Minutes of August 6, 2007**

**MEMBERS PRESENT:** Vice-Chairman Dennis Senibaldi called the meeting to order at 7:10 PM. Selectmen Bruce Breton, Margaret Crisler, and Roger Hohenberger were present, as was Town Administrator David Sullivan. Chairman Alan Carpenter was excused. Mr. Senibaldi read the agenda into the record, followed by the Pledge of Allegiance.

**ANNOUNCEMENTS:** Mrs. Crisler announced that she had been accepted to the Vesta Roy Excellence in Public Service Series. The series mission is to increase the number of NH Republican women in elected and appointed governmental and political positions at the local, state, and federal levels. Applicants are limited to women who have not yet run for state or federal public office, and participants are selected based on overall professional and personal background, community references, and an in-depth interview by the Board of Governors. Mrs. Crisler noted she was pleased and honored to be chosen to participate in this Series, which begins in the fall.

**LIAISON REPORTS:** Mrs. Crisler noted that the Planning Board will be reviewing the CIP Committee composition at their next meeting, as there has been some discussion regarding the number of Selectmen holding positions and the possibility of moving towards an all citizen-based membership.

**ANNOUNCEMENTS CONTINUED:** Mr. Breton presented a donation from Policy Well of a cover for the pump at Griffin Park, designed to simulate a large boulder.

*Recreation Coordinator* Cheryl Haas reminded all that the Annual Senior Picnic is scheduled for Friday August 10<sup>th</sup> beginning at 11:30 AM at the Fire Department.

*Mrs. Haas* announced that the Griffin Park tot playground will be closed for resurfacing starting Tuesday the 7<sup>th</sup>. Mr. Hohenberger inquired whether the materials/labor were being donated. Mrs. Haas replied in the negative, noting that the surface is under warranty. She stated, however, that there is some question whether the damage is due to the irrigation at the Park, and Mr. Barlow will be on-site during the project to monitor the project.

*Mrs. Haas* then publicly acknowledged the Town Beach lifeguards for their service to the community, presenting a token of her appreciation to each. She noted that the Beach staff deals with a lot during the season, with very little recognition for their efforts. Present were: Jen Aballo, 1<sup>st</sup> year; Kaela Gallow, 2<sup>nd</sup> year; Adrienne Boss, 2<sup>nd</sup> year; Nicki Reed, 4<sup>th</sup> year; Abby Samsel, 5<sup>th</sup> year; Dwight Stearns, 5<sup>th</sup> year; Julia Gaudette, 1<sup>st</sup> year; and Beach Supervisor Kristen Moser, 6<sup>th</sup> year.

**WORKSHOP/MAINTENANCE:** The Board met in workshop session with Maintenance Supervisor Allan Barlow. Topics of discussion included:

- There have been no issues with the new water system at Griffin Park since the initial problem on Town Day.
- The limestone sills and windows have been replaced at the Beach building. Also, Maintenance staff recently assisted the lifeguards by pulling in the moorings to allow for their repair and replacing them afterwards.
- The arrangement with Ideal Disposal for trash removal at Griffin Park is working well, however, trash in the Skateboard Park area remains an issue. Brief discussion ensued regarding dog feces at the Park, and Mr. Barlow indicated he had seen little or no issue with it this year.

- The lack of a trash receptacle at Windham Wonderland Playground was discussed. The barrel had been removed due to its misuse for household trash disposal. Staff will explore placement of a different style of receptacle in the area.
- The crawl space of the Armstrong Memorial Building has been cleaned out, its lighting repaired, and data lines pulled for the cable studio.
- Mr. Barlow has arranged with Riel Security for the Town's invoices to be consolidated and billed twice per year.
- The 1997 Ford used as an Administrative vehicle has been replaced by a reconditioned 2004 Crown Victoria police cruiser.
- The trim painting of the Armstrong Memorial Building and Senior Center, as well as the repairs to the Armstrong roof are currently out to bid.
- Several sections of the bridge at Herbert field were replaced due to safety issues.
- Well repairs at the Fire Station are complete, after being delayed due to the need to special order the pump. Also, the piping has been fully replaced with PVC-style, which should eliminate any further problems.
- The swale at Griffin Park was discussed, and Mr. Senibaldi indicated he was exploring a donation of engineering services to repair the swale. Mr. Barlow will delay construction of the ADA compliant bridge across the swale as previously planned.
- Mr. Barlow indicated he would like to build a wall or similar in front of the water system in the multi-purpose building to prevent tampering. After discussion, it was the consensus of the Board that Mr. Barlow proceed to secure the area.
- Mr. Barlow advised that the rear wall of the Town Hall needs to be re-built to allow for better access to the air handlers for service.
- Discussion ensued regarding the alarms, lighting, and overhead door at the Griffin Park building. Mr. Barlow indicated that the automated door and lighting can be tied into the Town's alarm system at an approximate cost of \$480 and a subsequent fee of \$17-20/month. After a brief discussion regarding the current alarm contractor for the building, it was the consensus that Mr. Senibaldi follow-up to see when that individual can correct the system and, if he is unable to, Mr. Barlow will arrange to switch vendors.
- Connection of the security cameras at Griffin Park was briefly discussed.
- Vegetation control at the Griffin Park stone wall area will begin this week.
- JLMC plans are under development for the Town Hall.
- The rear door of the Town Hall is in need of replacement.
- Preliminary plans for the second floor renovation of the Bartley House have been completed.
- Discussion ensued regarding the winterization of the Skateboard Park, and the unsuccessfulness of last year's attempt to do so with

plastic coverings. It was the consensus of the Board that Mrs. Haas inquire as to what Pelham utilizes to winterize their Park.

- One of the wells at Griffin Park utilized for the irrigation is in need of replacement in 2008. Discussion ensued regarding adjusting the flow to see if that improves the situation. Mr. Barlow will follow-up.
- All parking lot plans have been completed to ADA standards.
- The rear stairs at the Planning and Development Department are in need of replacement, as they are not to code.
- Assembly of the Police Department's workstations is ongoing.
- Discussion ensued regarding security and water issues in the utility room at the Police Station. Mr. Barlow indicated he did not support a separate enclosed area as proposed by the Information Technology Director.
- Interior painting needs to be completed in several Town facilities.
- The roof at the Rogers Field concession stand may be leaking. Discussion ensued regarding ownership of the building.
- Mrs. Crisler inquired as to the status of the clearing at the Town Common. Mr. Sullivan indicated it would be taken care of before the end of the summer. He also noted that the brook area needs to be cleared out and the fence replaced.
- The Town Hall meeting area floor was discussed, which is too thin to be refinished again. Mr. Sullivan indicated its replacement would be placed in the 2008 budget for consideration.
- Discussion ensued regarding the proposed elevator as part of the Bartley House renovations. Mr. Sullivan indicated the restoration and an exterior lift are being bid separately. Bids are being obtained for three office areas plus one small storage area. Discussion ensued regarding loading concerns on the second floor. Mr. Sullivan indicated that all the building joists had been repaired and a new LB beam installed as part of the original renovation, so it should not be an area of concern. Mr. Sullivan then inquired whether the Board would support his submission of the exterior list including elevator to the CIP Committee and/or regular budget, and it was the consensus of the Board that he proceed to do so.
- Discussion ensued regarding the Planning and Development Department windows, energy audit, and fireproofing of the garage area.
- Concerns were raised regarding the presence of crabgrass at Griffin Park and Tokanel Field. Mr. Barlow indicated that he would be visiting the sites with the Town's contractor to assess the situation.
- Issue of trash at Griffin Park was discussed. Mr. Senibaldi felt that the Town organizations should be reminded in writing of their responsibility to clean-up after use.

Mrs. Barbara Coish approached requesting that, in the event the bids for the trim painting/power washing exceed available funds, the Town complete what they can this year and finish the project in 2008 if necessary.

Mr. Breton complimented Mr. Barlow on his budget management, noting that it is now August and only 53% of the Maintenance budget has been expended.

Mrs. Haas then thanked Mr. Barlow for his continued efforts and assistance on behalf of Recreation.

**WORKSHOP/RECREATION:** The Board met in workshop session with Recreation Coordinator Cheryl Haas. Topics of discussion included:

- Summer program schedule was very busy. Over 150 residents participated in the tennis program alone, which will finish next week. Mrs. Haas noted a lower number of swim lesson participants, based on the delay in the start of the first session due to ecoli levels.
- Fall program flyer is now available at the Administrative Office and on the Town's website at WindhamNewHampshire.com.
- Town Day was a fabulous success and very well attended.
- The Annual Harvest-fest has been scheduled for Saturday, October 20<sup>th</sup> at Griffin Park.
- Mrs. Haas is working with Deputy Leuci on a Child Safety Day, tentatively scheduled for April, which will include Child ID Kits, a Bike Safety Rodeo, and other related events/activities.
- Receipt of the final draft of the Recreation Master Plan from the Rockingham Planning Commission is pending. A brief discussion ensued regarding the delay and it was the consensus of the Board that they wished to review the plan prior to its submission to any other board/organization. Mrs. Haas concurred.
- Mrs. Haas continued to work with the Girl Scouts on their project at Windham Wonderland.
- The Beach building roof repair will be conducted after the close of the season in September.
- Gove Engineering has begun the wetland delineation for the Nashua Road project. Discussion ensued regarding the delay on the engineer services donations, and the permitting requirements/duration. Mr. Senibaldi inquired whether the members would support Mrs. Haas overseeing the project in the event Mr. Zohdi would be donating his engineering services. It was the consensus of the Board to support Mrs. Haas doing so.
- Discussion ensued regarding the installation of windscreens at the Griffin Park tennis courts. Mrs. Haas indicated that the Recreation Committee had voted to enclose three (3) sides only, leaving the side facing Field A open. It was the consensus of the Board that screens be order to enclose the two ends only, and ask the Recreation Committee to reconsider.
- Possible donation to the Recreation Committee from H & B Homes as part of the Spruce Pond II subdivision was discussed. Mr. Hohenberger, Mrs. Crisler, and Mr. Breton expressed concerns as to whether this topic should be discussed by the Selectmen as yet, due to lack of information available, the ongoing Planning Board deliberations regarding the subdivision, the need for Town Counsel opinion, and whether this can be handled as a donation or if it should be negotiated with the Planning Board. After further discussion, it was the consensus of the Board that Mr. Sullivan follow-up with Town Counsel on this matter.

**OLD/NEW BUSINESS:** Mr. Sullivan advised the Board that the joint meeting with the School Board had been postponed until August 27<sup>th</sup> to allow for a site walk. A brief discussion ensued.

*Mr. Sullivan* advised that a question has arisen regarding the anticipated betterment fees relative to the underground utilities to the High School and whether they would be paid to the School District or the Town. It was the consensus of the Board that their intention was for any reimbursement to come back to the Town.

*Mr. Sullivan* advised the Board that the first session of Police Union negotiations will take place the following Wednesday.

*Mr. Sullivan* noted that the three (3) Nottingham Road cul-de-sac deeds have been completed, and presented two (2) for the Board's signature.

**NON-PUBLIC SESSION:** Mr. Hohenberger moved and Mr. Breton seconded to enter into a non-public session in accordance with RSA 91:A-II:3 b and c. Roll call vote – all members “yes”. The topics of discussion were personnel and reputations.

The Board and Mr. Sullivan discussed a personnel matter with Mr. Sullivan to follow up with.

The Board discussed a matter of reputations with no decisions.

Mr. Hohenberger moved and Mr. Breton seconded to adjourn. Passed unanimously.

The meeting was adjourned at 10:00 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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