

BOARD OF SELECTMEN
Minutes of August 18, 2008

MEMBERS PRESENT: Chairman Dennis Senibaldi called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Galen Stearns, Charles McMahon and Roger Hohenberger were present, as was Town Administrator David Sullivan. Mr. Senibaldi advised that the Board of Selectmen would defer the start of their meeting due to the Proposed Breezy Gale Village District Town Meeting.

The Board stepped out as the Town Meeting was underway, and Mr. Hohenberger moved and Mr. Stearns seconded to enter into a non-public session in accordance with RSA 91-A:3-IIa, c and e. Roll call vote – all members “yes”. The topics of discussion were personnel, reputations, and legal, and the Board and Mr. Sullivan were in attendance in all sessions.

The Board reviewed an agreement relative to land acquisition. Mr. McMahon moved and Mr. Hohenberger seconded to approve the agreement as presented. Passed unanimously.

Mr. Sullivan updated the Board on an ongoing legal matter. No decisions were made.

The Board discussed the current status of a temporary employee. Mr. Hohenberger moved and Mr. McMahon seconded to continue said employee’s position with the Town at 30 hours/week for the balance of the year. Passed unanimously.

Mr. Sullivan updated the Board on the Deputy Fire Chief recruitment process. No decisions were made.

Mr. Sullivan updated the Board on the status of the Highway Department laborer candidate. No decisions were made.

Mr. Sullivan updated the Board on a personnel matter relative to a citizen complaint. No decisions were made.

PUBLIC SESSION: Mr. Senibaldi called the public session of the meeting to order at 9:25 PM, and read the remainder of the agenda into the record.

CORRESPONDENCE: Invitation received from Tennessee Gas and Pipeline for any Board member interested in attending a tour of a similar facility to that being proposed, at their convenience. The Board will submit any available dates to Mr. Sullivan to pass on.

Bond Release/Trenching Permit: Mr. Stearns moved and Mr. McMahon seconded to release the bond in the amount of \$1,200. Passed unanimously.

ANNOUNCEMENTS: Mr. Senibaldi announced that the “Swing for a Cure” event held that day at the Windham Country Club had been very successful.

Mr. Senibaldi reminded all that the Movie Night at Griffin Park would take place beginning at 6PM on the following Sunday. Disney’s Toy Story will begin at 8PM.

WORKSHOP/MAINTENANCE: The Board met in workshop session with Maintenance Supervisor Allan Barlow. Items discussed included:

- *Property Maintenance Trust:* Mr. Sullivan advised that a total of \$47,413 is available to expend for 2008 and, if all projects earmarked for the PMT were to be completed, the Trust would be over-expended by \$1,000. As such, the projects had been ranked by priority by Mr. Barlow.

Mr. Barlow indicated that there are several projects that he feels can be completed in-house, such as the windows at the Planning Department, sheetrock at the Bartley House, and some of the renovation in the Town Clerk's Office.

Mr. Sullivan indicated that items such as the exterior painting of the Fire and Police Departments would be deferred to 2009. After a brief discussion, the Board requested that Mr. Barlow research pricing in the interim for Rhino Shield paint for these projects.

- *Project List:* Mr. Barlow reviewed a lengthy list of ongoing/pending maintenance projects. Mr. Breton questioned whether discussion of the list opened the Town up to any liability, to which Mr. Sullivan replied in the negative.

Discussion then ensued regarding the HVAC system at the Town Hall, and that the concrete pads are currently below grade which impacts the coils. It was the consensus of the Board that Mr. Barlow look into construction of a retaining wall around the system, which cannot be moved due to the configuration of the vents.

- *Surplus vehicles:* Mr. Sullivan advised that the Departments have begun looking into the disposition of the surplus vehicles: 6 Police cruisers, 2 Fire Department command vehicles, and 2 Highway Department trucks. He noted that Mr. Barlow would like to utilize the Highway Department surplus pickup in place of the 1986 Chevy he currently has, which has been experiencing starter problems. A brief discussion ensued. Mr. Sullivan then noted that the two best cruisers will be moved to Administrative vehicles.

Mr. Barlow then inquired about the former Ambulance which had been moved to his department as a surplus vehicle and that he had utilized only three times. He noted he finds it hard to justify keeping the vehicle given its limited use, and it was the consensus of the Board that it be added to the surplus vehicle inventory.

OLD/NEW BUSINESS: Mr. Sullivan again reviewed the bids received for the Bartley House renovation, as follows:

Vendor	Total Project (Renovation of 2 nd floor)	Replacement Windows (1 st & 2 nd floor)	Total
Kingwood Builders (Bill Johnson), Windham NH	\$42,950.00	\$10,500.00	\$53,450.00
Blackdog Builders, Salem NH	\$68,545.53	\$20,021.15	\$88,566.68

Engelwood Construction, Manchester NH	\$46,953.00	\$300.00 per was quoted/ town counts 35 windows for \$10,500.00	\$57,453.00
David Howes Construction, Windham NH	\$59,795.00	\$8,700.00	\$68,495.00
Fraser Company, Hudson, NH	\$57,500.00	\$18,825.00	\$76,325.00

Mr. Sullivan noted that a total of \$50,000 is available for this project, and recommended the bid be awarded in total to Kingwood Builders with the residual to be taken from the bottom line budget. Alternatively, Mr. Sullivan suggested the number of windows could be reduced.

Discussion ensued regarding splitting of the bid to award the windows separately. Mr. Sullivan indicated it could be awarded as such, however the vendors are not required to accept only a partial award. Mr. McMahon then reiterated his opposition to the project, and Mr. Stearns disagreed.

Mr. Breton inquired whether the facility will be ADA compliant, and discussion ensued regarding the need for a lift. Mr. Sullivan advised that the ADA Coordinator for the State of NH had reviewed the plan and the site, and that based upon the available budget versus project cost, the elevator can be eliminated.

Mr. Senibaldi indicated his support of the project, but noted it was not in lieu of a new Town Hall. Mr. Breton felt the Board should wait and submit another warrant article for additional funds to make the building fully compliant. A brief discussion ensued.

Mr. Hohenberger then moved to award the project bid to Kingwood Builders in an amount not to exceed \$42,950, and to award the replacement windows to Howes Construction for their bid amount of \$8,700. Mr. Breton requested that Mr. Hohenberger amend his motion to include that the project will comply with all ADA, fire, and building codes. Discussion ensued.

Mr. Stearns seconded the motion, and further discussion ensued regarding splitting the bid versus awarding it as a whole. The motion failed 2-3, with Mr. Breton, Mr. Stearns, and Mr. McMahon opposed.

Mr. Stearns then moved and Mr. Hohenberger seconded to award the Bartley House renovation project to Kingwood Builders to include the replacement windows for their bid amount of \$53,450; and to authorize the expenditure of the remaining \$3,450 from the Property Maintenance Trust. After further discussion, the motion passed 3-2, with Mr. Breton and Mr. McMahon opposed.

Mr. Breton requested that the plan be forwarded to the NH ADA for review. Mr. Sullivan indicated he had a letter from ADA Director Cheryl Killam explaining her review and decision, which noted that any alterations requiring use of more than 20% of the budget towards accessibility amounted to a technical exemption. He stated that he would, however, contact her again to ensure that there had been no recent changes to the law.

Warrant Article Recommendations: Mr. Hohenberger moved and Mr. Stearns seconded to recommend Article 1 of the upcoming Special Town Meeting Warrant. Passed unanimously.

Mr. Hohenberger moved and Mr. Breton seconded to recommend Article 2 upcoming Special Town Meeting Warrant. After a brief discussion, motion passed 4-1, with Mr. Stearns opposed.

Mr. Sullivan advised he will repost the warrant, as a courtesy to the voters, with the new recommendations.

Mr. Senibaldi inquired whether the members would still be available to conduct an informational taping regarding the London Bridge Road article (#1) on Friday at 4:30. The members indicated they would contact the Chair the following day to confirm.

Mr. Senibaldi requested he be allowed to draft a letter for the papers in support of Article 1. It was the consensus of the Board that Mr. Senibaldi proceed, and submit the letter to them for review.

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

The meeting was adjourned at 10:45 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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