

BOARD OF SELECTMEN
Minutes of December 22, 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.

NON-PUBLIC SESSION: Mr. Stearns moved and Mr. Hohenberger seconded to enter into a non-public session in accordance with RSA 91-A:3-II d. Roll call vote – all members “yes”. The topic of discussion was land acquisition and the Board, Mr. Sullivan, Superintendent of Schools Frank Bass, School District Owner’s Representative Glenn Davis, and School Board members Barbara Coish, Mark Brockmeier, and Beverly Donovan were in attendance.

Those present discussed the secondary access road to the High School, and no decisions were made.

Mr. Senibaldi called the public portion of the meeting to order at 8:00 PM and read the remainder of the agenda into the record. Mr. McMahon announced that the Board had met in non-public session to discuss the second access road as required under state law for the opening of the High School, and that the School Board had taken the information provided during the non-public session for further review and response by January 6, 2009 or sooner.

PUBLIC HEARING: Mr. Sullivan read the public hearing notice into the record. Mr. McMahon moved and Mr. Stearns seconded to accept with thanks the amount of \$6,000 from New Hampshire the Beautiful to offset the cost of the compactor installed at the Transfer Station. Passed unanimously.

BID AWARD: Transfer Station Manager David Poulson advised the Board that two bids had been received for purchase of the Station’s surplus baler. Mr. McMahon moved and Mr. Stearns seconded to sell the baler as recommended by Mr. Poulson for the bid amount of \$16,020. Passed unanimously.

BID AWARD: Mr. Sullivan advised that no bids had been received for the surplus ambulance, and recommended the Board consider a request received from Windham High School Booster Club to donate the vehicle to the School District. After a brief discussion, Mr. McMahon moved and Mr. Hohenberger seconded to provide the ambulance to the School District. Passed unanimously.

Further brief discussion ensued regarding possible donation of the impending surplus ambulance in 2009 to the School District, as well, versus trading it in towards the new vehicle. No decisions were made.

CREDIT CARD ORDINANCE: Finance Director Dana Call reviewed with the Board a proposed ordinance for placement on the Town Warrant, and explained that this document does not bind the Town to providing credit card service, but rather gives the Board the ability to implement in the future.

Mr. McMahon moved and Mr. Breton seconded to approve the proposed ordinance for submittal to the Town Warrant. Passed unanimously.

MINUTES: Mr. Hohenberger moved and Mr. Stearns seconded to approve the minutes of November 22nd as written. Passed unanimously.

CORRESPONDENCE: None.

LIAISON REPORTS: Mr. McMahon requested that the Board of Selectmen draft a letter of support for the Windham Housing Authority project for inclusion with their grant funding application.

After a brief discussion, Mr. Hohenberger moved and Mr. Breton seconded to draft a letter of support as requested for the Board's review. Passed unanimously.

CORRESPONDENCE: Mr. Senibaldi advised that four (4) zoning petitions had been received, and forwarded to the Planning Board accordingly.

OLD/NEW BUSINESS: Mr. Sullivan advised the Board that he will be forwarding a letter of thanks to Mr. Bill DeLuca for his generous assistance in disposing of the Town's surplus vehicles. Mr. DeLuca had volunteered to place the vehicles in his auto auction, waive a substantial amount of related costs, and pickup/detail/make minor repairs to the vehicles as necessary. Mr. Sullivan noted that the bids rejected by the Board for seven (7) vehicles had totaled only \$5874, and that Mr. DeLuca's assistance had resulted in a sale total of \$11,750.

Mr. Sullivan reviewed with the Board the draft posting notice for the budget, and explained at length the requirements to post certain items, which result in the appearance of a 10% increase in the 2009 budget. Mr. Sullivan explained that this apparent increase is actually offset by the anticipated revenues and the CIP. Discussion ensued regarding the CIP and the posting deadline for the budget, which Mr. Sullivan indicated was January 13, 2009.

Further discussion ensued regarding the CIP process, and the need to post for the Salt Shed bond. Mr. McMahon then moved and Mr. Stearns seconded to post the budget as proposed per draft. Passed 4-1, with Mr. Breton opposed.

Mr. Sullivan advised the Board that residents, some of whom were members of the Conservation Commission, were working on a bond article relative to land acquisition, and that he had advised them accordingly of the statutory deadlines. Brief discussion ensued regarding the status of the \$177K in grant funds relative to the third party easement on the former Blanchard/Rau property.

Mr. Sullivan advised the Board he had received a proposed ordinance relative to restricting ATV's within a certain distance of residential property. Mr. Sullivan had advised the individual submitting the proposal that, per NH RSA's, this was not a Town Meeting ordinance, but rather it would be up to the Board of Selectmen to determine whether there was a need for such an ordinance. After a brief discussion, it was the consensus of the Board to not support such an ordinance.

Mr. Sullivan reviewed the proposed I-93 stand pipe agreements with the Board, and indicated that Chief McPherson had reviewed and concurred with the documents. The agreements state that the Town will be responsible to maintain the pipe caps and plow access to them. After a brief discussion, the Chairman executed the agreements accordingly.

Mr. Sullivan discussed the draft contract with Corcoran for the Town’s municipal solid waste/single stream recycling removal services. Mr. Sullivan noted that the contract is a standard, boiler-plate document, but it does include a provision for a \$500 penalty for rejected loads. After a brief discussion, the Board requested that Mr. Sullivan clarify this provision with Corcoran.

Mr. Sullivan advised that three (3) bids had been received on time for the printing of the Town Report, however, a fourth bid had been received past the deadline. Mr. Hohenberger moved and Mr. McMahon seconded to accept the late bid. Passed unanimously.

Mr. Sullivan then noted the bids received, as follows:

Vendor	Black print only	With One, 2-sided color photo pages	With Two, 2-sided color photo pages
Eprint, Hudson NH	\$14,290	\$14,590	\$14,690
Commonwealth Printing, Newburyport MA	\$9,590	\$9,784	\$10,054
The Courier Printing Corp, Deposit NY	\$9,764	\$10,417	\$11,070
Wharf Industries Printing, Windham NH*	\$11,135	\$11,385	\$11,560

Mr. McMahon moved and Mr. Hohenberger seconded to award the bid to Commonwealth Printing as bid. Passed 4-1, with Mr. Breton opposed.

Mr. Sullivan noted that Mr. Breton will be participating in the review of the technical proposals for legal services, and inquired if another member wished to, as well. Mr. Senibaldi indicated he would take part.

Mr. Senibaldi extended thanks and kudos to the Highway, Fire, Police, and Emergency Management personnel for their efforts during the ice storm. Mr. Sullivan concurred, and in particular thanked Chief McPherson and Mr. McCartney, who had each expended 100+ hours during the event. Neither receives overtime compensation.

NON-PUBLIC SESSION: Mr. Stearns moved and Mr. Hohenberger seconded to enter into a non-public session in accordance with RSA 91-A:3-II a and c. Roll call vote – all members “yes”. The topics of discussion were personnel and reputations and the Board, Mr. Sullivan, and Ms. Devlin were in attendance in all sessions.

Mr. Sullivan discussed temporary staffing at the Planning Department during an extended leave. Mr. McMahon moved and Mr. Hohenberger seconded to approve the recommended temporary staff person. Passed unanimously.

The Board reviewed an agreement relative to a personnel matter. Mr. Hohenberger moved and Mr. McMahon seconded to amend the second item to one (1) month after start date, or six (6) months, whichever is first, and to clarify language relative to the job description concerning such items as blasting and GIS duties. Passed 3-2, with Mr. Senibaldi and Mr. Breton opposed.

The Board discussed the Transfer Station operator position and the possibility of a joint position with the Highway Department. The Board was not in support of this possibility.

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

The meeting was adjourned at 10:30 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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