

BOARD OF SELECTMEN
Minutes of September 28, 2009

MEMBERS PRESENT: Chairman Galen Stearns called the meeting to order at 7:00 PM. Selectmen Bruce Breton, Ross McLeod, Charles McMahan and Roger Hohenberger were present, as was Town Administrator David Sullivan. Mr. Stearns read the agenda into the record, followed by the Pledge of Allegiance.

ANNOUNCEMENTS: Mr. McLeod noted that the Windham High Girls' Soccer team had recently played very well and the team, overall, was very competitive.

Mr. McLeod noted that the Windham Endowment's recent "Murder at the Castle" fundraiser had been very successful, with all tickets being sold. He commended author Ann Kelsey, and Donna Torque and Stacy Bruzzese for their efforts, as well.

Mr. McLeod then announced that the temporary lighting approved by the Board is now in place at the Nashua Road field for anyone who wished to observe them, and that follow-up discussion will be held as part of the October 5th meeting.

Chief Lewis announced that the Department will be sponsoring a Blood Drive on October 10th from 8 AM to 1 PM at the Windham High School.

Chief Lewis then requested the Chair's signature on the previously approved Operability Grant application. Mr. Stearns executed the document on the Board's behalf.

LIAISON REPORTS: None.

MINUTES: None.

CORRESPONDENCE: None.

SOCCER DONATION: Mr. McMahan moved and Mr. Hohenberger seconded to accept with gratitude the donation of \$650 from Gary Garfield as presented to the Board on 9/21 towards the earthen bridge at Griffin Park. Passed 4-0-1, with Mr. McLeod abstaining.

POLICE DONATION: Chief Lewis discussed a proposed donation from Fences Unlimited to replace the stockade fence in front of the Department's impound area along with the black fabric/white fenced in section. The total cost would be \$1,872, and 100% would be donated.

After a brief discussion, Mr. McMahan moved and Mr. McLeod seconded to accept the donation from Fences Unlimited as detailed with thanks. Passed unanimously.

DEPOT PROJECT UPDATE: Mr. Sullivan presented a brief update to the Board on the ongoing Depot project, noting that it is proceeding as anticipated and on schedule. Mr. McMahan inquired about the requirement to have the engineers on site close to 100% of the time during construction. Mr. Sullivan replied that this was a requirement of the ARRA funding to ensure accountability.

PROPERTY MAINTENANCE TRUST: Mr. Sullivan reviewed the following completed/pending projects: \$1,670 expended 2/09 for Bartley House replacement windows; \$975 expended 6/09 for removal of Griffin

Park pond weeds; \$1,150 expended 9/09 for the pump booster system at Griffin Park; estimated \$9,700 to complete the Town Hall/Town Clerk's Office renovations; \$7,681 as bid and awarded to complete the Town Hall alarm upgrade and five (5) AED upgrades; and an estimated \$1,500 to complete repairs to the Armstrong Building roof. Mr. Hohenberger moved and Mr. McMahon seconded to affirm the expenses as outlined. Passed unanimously.

In addition, Mr. Sullivan noted an estimated \$1,800 would be needed for replacement of the remaining windows at the Community Development Department. Mr. Hohenberger moved and Mr. McLeod seconded to authorize the expense of \$1,800 as outlined. Passed unanimously.

EM GRANT: Chief McPherson approached, seeking the Board's authorization to apply for an Emergency Management Grant for use toward replacing the Police Station generator which failed. After a brief discussion, Mr. McMahon moved and Mr. Hohenberger seconded to authorization the Chief to submit an application for grant funding. Passed unanimously.

OLD/NEW BUSINESS: Mr. Sullivan advised that the following bids had been received relative to the Police Station generator:

Option 1 – Repair Engine – No bids received for this option.

Option 2 – Replace Engine:

Vendor	Equipment	Labor	Other	Total
ElecComm Power Services, Hyde Park MA	\$28,860	\$1,824	\$1,750	\$32,434
Southworth-Milton, Hopkinton MA	\$11,571	\$4,513	\$4,886	\$20,970

Option 3 – Replace Generator:

Vendor	Equipment	Labor	Other	Total
FM Generator, Canton MA	\$30,730	\$7,000	\$0	\$37,730
Powers Generator Svc, Swanzey NH	\$28,805	\$1,500	\$2,400	\$32,705
ESI, Salem NH	\$35,400	\$2,500	\$10,300	\$48,200
Gemini Electric/Power Up Generator Svc, Auburn NH	\$26,000	\$4,000	\$4,800	\$34,800

Mr. Sullivan noted that one (1) additional bid had been received, however, the vendor did not attend the mandatory pre-bid meeting per the bid specification and it had, therefore, not been opened. After a brief discussion, Mr. Hohenberger moved and Mr. McMahon seconded to accept the bid from Winmill Equipment. Mr. Sullivan will open the bid and update the above list accordingly.

Motion passed unanimously. Mr. Sullivan noted that staff will now proceed to draft a recommendation based upon all bids received for future discussion.

Mr. Sullivan updated the Board on the press release issued by the Health Officer relative to a positive mosquito hit for EEE within Windham. Brief discussion then ensued, and Mr. McMahon raised the related issue of Lyme Disease and inquired whether there are similar control methods for ticks. Mr. Sullivan will look to obtain more information for the Board.

Mr. Breton expressed continued concerns with the investment of Town funds by the Treasurer. He indicated he felt the Board of Selectmen should be working with the Finance Director to develop recommendation(s) relative to which bank the Treasurer should be using to invest available funds for the

best return, and which funds should be utilized. He requested that the Board direct the Finance Director to work on a recommendation to the Board relative to same, and Mr. McLeod agreed; adding that the information be available for the next meeting. The remaining members concurred.

Mr. Sullivan noted the Board will not meet on October 19, 2009.

Tax Assessor Rex Norman presented the MS-1 to the Board for signature, noting that the Total Valuation for 2009 has been established as \$2,272,847,670, which is an increase of 1.5% over 2008.

Mr. Norman presented to the Board two (2) late exemption applications for consideration, a \$160K elderly and \$500 veteran. He noted that both would have been approved, but for the parties missing the April 15th deadline.

Mr. Hohenberger moved and Mr. McMahon seconded to approve the \$500 veteran exemption as recommended by the Assessor. Passed unanimously.

Mr. Breton moved and Mr. McMahon seconded to approve the \$160K elderly exemption as recommended by the Assessor. Passed unanimously.

Mr. Norman then advised that the Department of Revenue Administration is distributing yellow notice cards to a random sampling of properties in Windham, asking that owner's contact them to verify their property information. This is being done as part of the Town's re-certification.

Mr. Sullivan advised that the Wall Street Advisory Committee would be scheduling their kick-off meeting for the end of October/beginning of November.

NON-PUBLIC SESSION: Mr. Hohenberger moved and Mr. McLeod 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 and Mr. Sullivan were in attendance in all sessions.

Personnel: Mr. Hohenberger moved and Mr. McMahon seconded to remove employee Jeff Galle from probation. Passed unanimously.

Personnel: Mr. McMahon moved and Mr. McLeod seconded to approve the recommended candidate for the position of Planner subject to all standard background and medical checks. Passed unanimously.

Reputations: The Board discussed an ongoing issue related to committee appointments. Mr. Sullivan will follow-up with staff.

Personnel: Mr. Sullivan discussed a compensation matter relative to insurance. No decisions were made.

Mr. McMahon moved and Mr. McLeod seconded to adjourn. Passed unanimously.

Meeting was adjourned at 9:30 PM.

Respectfully submitted,

David Sullivan, Town Administrator

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