

BOARD OF SELECTMEN
Minutes of October 5, 2009

MEMBERS PRESENT: Vice-Chairman Bruce Breton called the meeting to order at 7:05 PM. Selectmen Ross McLeod, Charles McMahon and Roger Hohenberger were present, as was Assistant Town Administrator Dana Call. Selectmen Galen Stearns and Town Administrator David Sullivan were excused. Mr. Breton read the agenda into the record, followed by the Pledge of Allegiance.

LIAISON REPORTS: Mr. Hohenberger advised that the CIP had met the previous Thursday to review the School District's input and a possible restructuring of the CIP for 2010. He noted that the Committee has decided to keep the schools in the Plan, but to list related bonds as a separate line item.

ANNOUNCEMENTS: Fire Chief McPherson approached to extend thanks to his staff, residents, and donors for making the Department's Open House a tremendous success.

Chief McPherson advised the Board that the new ambulance has arrived and is in service, however, it did receive some slight damage while being outfitted with its two-way radios. The Chief noted the technicians had stood on the cab while installing the antenna, causing denting, and that the company in question will be covering the full cost to repair the damage later this month.

Chief McPherson noted that the NH DOT is requesting letters of support from corridor communities regarding expansion of I-93 to four (4) lanes as opposed to three (3), which has been recommended by the I-93 Technical Steering Committee, as well. Discussion ensued regarding the volume of traffic, idling times, and safety concerns.

Mr. McMahon moved and Mr. Hohenberger seconded to approve the recommendation of the Steering Committee to construct I-93 as four lanes north and southbound, and instructed staff to draft a letter of support prior to the October 9th comment period deadline. Passed 4-0.

CORRESPONDENCE: Right-of-Way Permit: White Mountain Cable/45 Woodvue Road. Mr. McLeod moved and Mr. McMahon seconded to approve. Passed 4-0.

Memo received from Tax Assessor Rex Norman relative to the Annual NHA AO ballot. It was the consensus of the Board to support the full ballot as presented.

Request received from the Gym-Ken Parent Support Group to be placed on the Searles School & Chapel non-profit listing for purposes of renting the facility. Mr. McLeod moved and Mr. Hohenberger seconded to approve the request contingent upon receipt of documentation establishing the group's non-profit status. Passed 4-0.

SGT. CARL WAGNER: Sgt. Wagner requested the Board's permission to submit a grant application for funding under the 2010 Health & Safety Grant to purchase new equipment for the Department's fitness room. He noted that maximum available for receipt is \$4,000, and no matching funds are being requested. After a brief discussion, Mr. McLeod moved and Mr. McMahon seconded to grant the Police Department permission to apply for a grant through the LGC for the purchase of gym equipment. Passed 4-0.

FOLLOW-UP DISCUSSION/SOCCER: Mr. McLeod recused himself from the Board for this topic. Mr. Joe Connolly, Windham Soccer Association, approached to update the Board on the temporary lighting trial period at Nashua Road field. Mr. Connolly advised the lights had been successfully utilized for four (4) nights, and had allowed for two (2) teams to have additional scrimmages in addition to normal practices. He noted that the original position of the lights had been tweaked upon the suggestion of Chief Lewis, who had also suggested an additional light be added, and that the units had been extinguished by 8:30 each night.

Mr. Connolly indicated that feedback from parents and coaches had been positive, however, after discussion with the Soccer Board it was felt that this trial should be chalked up as a success, but no further use requested from the Selectmen. Mr. Connolly explained that it would be too difficult this late in the season to shift fields/nights for the travel teams, and thanked the Board for the opportunity to test the lighting.

Mr. Breton requested a summary report of the trial be drafted for the file. Mr. McLeod indicated one would be completed to include all relevant information/feedback.

Mr. Hohenberger noted that, while he didn't get see the lights following the changes made on the Chief's suggestion, he had noted a concern with the lack of lighting at the parking lot. He indicated that he had observed no noise from the equipment. Mrs. Call added that the Recreation Coordinator had also not received any noise or other complaints. Mr. Connolly noted that there was little to no buffer between his residence and the Nashua Road field and he had observed a minor hum only.

Ms. Elizabeth Bondioli, Squire Armor Road, approached to indicate she was pleasantly surprised at the lack of noise generated by the lights. She expressed continued concerns, however, with their potential use in wood areas and the darkness of the parking areas, and reiterated her belief that Griffin Park remained too crowded to be similarly lit.

Mr. McLeod resumed his position on the Board.

HIGHWAY AGENT: Mr. McCartney advised the Board that he had yet to locate a satisfactory used vehicle for purchase, however, the State Auction is approaching on the 17th. He further advised he had spoken with two (2) local dealers, and it does not appear a new vehicle will be an option with available funding. Mrs. Call noted that \$35,000 was currently budgeted for use toward a used vehicle or, possibly, for the first year payment on a lease. She added that leasing new may not be a viable option given the replacement schedule for the Department vehicles.

Discussion ensued, and it was the consensus of the Board to authorize Mr. McCartney to purchase a surplus vehicle at the Auction if one can be located, otherwise options will be discussed further at a future meeting.

INVESTMENT UPDATE: Mrs. Call noted that the previous week the Board had asked Mr. Skinner to review the investment information provided to the Board, which he had. She then provided the members an accounting of cash that might be available for investment purpose.

Mr. Breton then reviewed several accounts with the Board, including the "comp" account, Cable Trust, Emergency Response Fund, and Conservation Land Trust, all of which he indicated were essentially static funds that could be invested; noting that Mrs. Call's research had shown that Centrix, a nationally known bank, offered higher rates with no fees. Mr. Breton then

stated that, although the RSA's do provide that funds are in the control of the Treasurer, the Board should be making recommendations to him. He added that the Auditors had noted within their report that the Town was receiving less interest income, and he did not believe the Board had, as yet, taken a hard look at the situation.

Mr. Hohenberger noted that the Board's discussion of interest and investments should be expanded to include the Trustees of the Trust Funds. Mr. McLeod expressed concerns that there does not appear to be any active investment of the Town's funds, and indicated he would like to reconcile what research Mr. Skinner has completed.

Town Treasurer Robert Skinner approached noting that Centrix Bank is a small organization with only five (5) branches, the nearest of which is approximately 20 miles away. Mr. Skinner felt that Citizens Bank is very competitive, and reiterated the amount of paperwork handled by them in maintaining the Town's concentration accounts.

Mr. Skinner then noted nobody is paying any interest, and a discussion ensued regarding the data collected by Mrs. Call, and whether or not Mr. Skinner had followed up with any of the banks to confirm/refute the data. Mrs. Call indicated that she had also been surprised by Centrix's response, however each facility quoted had completed the same form which clearly requested any related fees, penalties, etc. Mrs. Call then noted she was not advocating changing banking facilities completely, and certainly not to one such a distance away, but rather investing only excess funds which could occur through wire transfers. Further discussion ensued.

Mr. McLeod noted that Mr. Skinner had been quoted as having "done research" in the Tribune, and inquired whether that had entailed anything beyond speaking to Citizens Bank. Mr. Skinner replied he had spoken to two other banking facilities, as well.

Discussion ensued regarding establishing what the 12 month benefit to the Town would be of investing concentration account funds with Citizens versus Centrix. Discussion ensued regarding general fund monies and the Town's average daily balance. Mrs. Call stressed that, given the time of year, there are no general fund monies available to invest until after the first of the year or when tax revenue is collected.

After further, brief discussion, Mr. Hohenberger moved and Mr. McMahon seconded to instruct Mrs. Call to perform an analysis of those concentration account funds shown as potentially available comparing Citizens Bank to Centrix for a one-year period going forward.

Mr. McMahon then requested that Mr. Hohenberger amend his motion to make the analysis retroactive for a one year period, showing what the benefit would have been. He then requested that Mr. Skinner contact the banks quoted by Mrs. Call to verify the information provided to her. Mr. Hohenberger amended his motion accordingly.

Mr. McLeod expressed concerns regarding the general fund monies currently available, which Mr. Skinner indicated was \$3.9M, and why it could not be invested until December 1st when the School District will require a total of \$5.5M. Mr. Skinner replied that there is no set schedule for the School District to request their funds; noting that several years ago the Town had been required to cash in and pay a penalty on a CD two (2) days early due to the School District.

After further, brief discussion, the motion passed 4-0. Follow-up discussion will be scheduled for October 26th.

OLD/NEW BUSINESS: Mrs. Call updated the Board on the status of credit card acceptance for recreation programs. She noted that, since April, she had been working to obtain more detailed information regarding pricing/fees, and presented a recommendation to the Board for their review and discussion as part of the October 26th agenda. She noted that the Town Ordinance requires a public hearing to occur before any decision is made, and that the current recommendation would be to contract with TD Banknorth.

Brief discussion ensued regarding the normalization of estimates, charge-backs, and assumed participation. Mrs. Call requested any questions be submitted to her in advance, and that a local representative will be available to attend on the 26th, if the Board so desires.

Mrs. Call indicated that the next Strategic Planning Workshop will likely be held on October 26th.

Mrs. Call advised the Board that the Town Audit is currently out to bid, with a due date of October 16th. She noted interviews based upon the Technical proposals received will take place the week of the 26th, and any Board member who wished to attend should advise her in advance.

Mrs. Call advised the Board that their budget books will be available prior to the kick-off meeting scheduled for November 16th.

Mr. Breton requested that updating of the Town's street lights to LED be looked into, as doing so can provide a 25% +/- savings. Mrs. Call will follow-up.

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

Meeting was adjourned at 8:25 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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