

SELECTMEN'S MEETING OCTOBER 13, 1998

MEMBERS PRESENT: Charles McMahon, Douglass Barker, Margaret Crisler and Galen Stearns. Carolyn Webber was absent. David Sullivan, Town Administrator, was also present. Meeting commenced at 7:15 pm.

ANNOUNCEMENTS: Margaret Crisler announced that there is a supply of pamphlets called "Walking in Windham" provided by the Conservation Commission at the Town Hall. Please take one per family.

Mrs. Crisler also announced that the Cub Scouts will hold a Pancake Breakfast at St. Matthew's Parish Center on October 17th from 7:00 am until noon.

Mr. Stearns stated that the Boy Scouts will hold their annual Sub-Sale on November 14th. Advance orders will be taken with sales at various locations also.

LIAISON REPORTS: Margaret Crisler noted that the Planning Board appreciated the new appointments that the Board made at their last meeting. They now have a full board. Heritage Hill Road discussion was continued until October 21st. Mrs. Crisler noted that the Planning Board is working hard to better facilitate their meetings.

Mrs. Crisler stated that the Technical Advisory Committee will be holding a workshop with the Selectmen on October 19th and she will distribute the agenda this week.

Mr. McMahon stated that he is disappointed with the lack of cooperation that Windham is getting from Salem on the Route 111/28 intersection due to the Wal-mart expansion. The editorial in the Salem Observer depicts this situation.

Mr. McMahon stated that the CIP met last evening and the three major projects are school, the proposed Fire Station and development of Griffin Park. The committee will meet again next week.

TRANSFER OF SURPLUS POLICE VEHICLES: Mr. Sullivan noted that this item is a continuation from their last meeting. He stated that he believes they have three options: replace the Building Department car; replace Fire Car II and last (his recommendation) was to provide a vehicle to Admin/Assessing and sell the other.

Mr. Stearns stated that he still wants the best vehicle to go to the Fire Department to replace Car II. He further recommended that the present Car II be used by the Fire Inspector and the second surplus cruiser go to Admin/Assessing.

Chief Lipe told the Board that the department is in the process of developing a small vehicle fleet and are going to propose purchasing a heavy duty pick-up next year. He agreed that the Inspector needs a vehicle. He told the Board that there is no money left in the vehicle maintenance for redoing a surplus cruiser, however he would not turn the vehicle down - it would provide a stop gap for acquiring three vehicles.

After much discussion, Mr. Stearns motioned to allocate the surplus cruisers as follows: Police Car 7 will go to the Fire Department to replace Car 2 and Police Car 10 will go to Admin/Assessing. Mr. Barker seconded. Passed unanimously. Monies will be expended from respective budgets to repaint and

outfit the vehicles.

APPROVAL OF HAZARD COMMUNICATION POLICY AND INFECTION CONTROL

POLICY: Mr. Barker motioned to approve the Hazard Communication Policy and Infection Control Policy as presented. Mr. Stearns seconded. Mr. Sullivan proposed one change to the Infection Control Policy on page 84 B - add Maintenance Staff. Mr. Barker moved to approve as amended. Mr. Stearns seconded. Passed unanimously. The Board thanked Jay for his excellent work on these policies and Chief Lipe thanked Wendi Devlin for her administrative support.

ROAD REPAIR FUNDING: Mr. McMahon stated that specific funding information for roads and bridges was needed to justify monies for the CIP. The Board asked what projects are planned for next year and what is the current status of the Paver Program.

Mr. Turner reported that two thirds of the roads have been inspected and that the information from the inspection reports have been entered. He further stated that when all information is recorded, they will walk the roads for verification. The Board asked when the final third would be finished. Mr. Devlin stated in November - first week or two.

The Board then questioned what work was needed or planned for the bridges. Mr. Devlin stated that some minor repairs are needed, some bridges are narrow and that the State inspects all bridges. Mr. Turner concurred. Mr. Turner stated some work needs to be done on culverts to avoid what happened earlier this year on Aladdin Road.

The Board explained that their concern is to have a plan to keep the roads in repair. In order to assure that proper funding is available, a plan is needed. They inquired if they needed to hire a firm to help with this process. It was agreed that when all information is in the Paver Program, the needs should be identified. The Board would like a plan of road projects for the next ten years. It was also noted that with the growth in Town, we have many new roads to maintain and more traffic on all the roads.

After more discussion, it was agreed that Mr. Sullivan, Mr. Turner and Mr. Devlin would meet and formulate a preliminary road repair plan for the near future and hopefully have direction for the CIP next week.

BOARD INTERVIEW: The Board interviewed James Sullivan for a position on the Planning Board.

CONSENT AGENDA: Mr. Barker motioned to approve the minutes of September 28, 1998 and the manifest of October 12, 1998. Mr. Stearns seconded. Passed unanimously.

CORRESPONDENCE: Notice received from the Rockingham Planning Commission of an Open House at their new location at 156 Water Street, Exeter on October 14th from 5:30 to 7:30 pm.

OLD BUSINESS: APPROVAL OF APPOINTMENT POLICY - Mr. Barker motioned to approve the Appointment Policy as printed on October 8, 1998 with the following changes: Section II: General: C change second meeting in May to a meeting in May and Section IV: Amendment Procedure: add after from time to time. Mr. Stearns seconded. Passed unanimously.

TAX RATE - Mr. Sullivan stated that although official notification has not yet been received from the Department of Revenue Administration, he is 99.9% sure that the tax rate for 1998 will be \$20.70. This rate, when equalized with the revised assessment, will result in keeping the tax rate level. Mr. Sullivan and Mr. Fedele will be doing a program on Channel 51 in the next week to explain the rate and its ramifications.

Mr. Sullivan also informed the Board that for the next week he will have information relative to the Nashua Road railroad bed easement requested by Mr. Devlin.

NEW BUSINESS: Mr. Sullivan explained to the Board that the reconstruction of the parking lot at Town Hall is being done this week and that the State requires a Letter of Credit for \$2,000 for two years for the trenches for the conduits along North Lowell Road. Mr. Stearns motioned to approve issuance of a Letter of Credit to the State as described above. Mr. Barker seconded. Passed unanimously.

NON-PUBLIC SESSIONS: Mr. Barker motioned to go into non-public session in accordance with RSA 91-A:3, IIa, c and e. Mr. Stearns seconded. Roll Call Vote - all members - Yes. The Board and Mr. Sullivan were in attendance in all sessions. Subjects were personnel, reputation and legal.

Legal - The Board discussed a legal matter and Mr. Sullivan will follow-up.

Reputations - Appointments - Mr. Barker motioned to offer Mr. James Sullivan an appointment to the Board of Adjustment, if he is interested. Mr. Stearns seconded. Passed unanimously. Mr. Sullivan will offer this to Mr. James Sullivan.

Personnel - Mr. Sullivan updated the Board on a personnel matter.

Personnel - Mr. Stearns motioned to grant an employee step raise. Mrs. Crisler seconded. Passed unanimously.

Personnel - The Board reviewed two department head evaluations.

Personnel - The Board and Mr. Sullivan discussed union negotiations and parameters. Mr. Sullivan was given direction.

Mr. Stearns motioned to adjourn. Mrs. Crisler seconded. Meeting adjourned at approximately 11:00 pm.

Respectfully submitted,

Kathleen M. Davis
Secretary

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

