

**SELECTMEN'S MEETING**  
**JUNE 21, 1999**

**MEMBERS PRESENT:** Douglass Barker, Margaret Crisler, Carolyn Webber, Galen Stearns and Christopher Doyle. David Sullivan, Town Administrator, was also present. Meeting commenced at 8:50 pm.

**ANNOUNCEMENTS:** Mrs. Crisler reminded residents that the Stewardship Committee is regrouping and will hold their next meeting on Thursday, June 24th at 7 pm at the Searles School. They would welcome new members. Anyone who is interested in joining the group, please just come to the meeting.

Mr. Barker announced that the Police Association is sponsoring the 39th Army Band Concert on Wednesday, June 23rd at Center School.

**LIAISON REPORTS:** Mrs. Crisler noted that the Planning Board has the School Additions on their agenda this Wednesday.

Ms Webber reported that the group designated by the Board at a previous meeting, met on Turtle Rock Road last week and discussed the fixes required in order to have the road plowed by the Town. Mr. Barker noted that final designation of this road as an emergency lane will be scheduled for early September.

Ms Webber also reported that the Cemetery Trustees met and that the Boy Scouts are working on their projects in the cemeteries.

Ms Webber stated that Historic District Commission (Heritage Com) is reviewing plans received from the Planning Board.

Ms Webber explained that the Highway Safety Committee had met, but due to a lack of participation, the department heads will handle items that have in the past been addressed by the Highway Safety Committee.

**FIRE DEPARTMENT:** Bob Cummings reported that the bids for construction management were reviewed by Landry Architects and the Fire Station Building Committee. The Committee presented a memo to the Board which summarizes the above referenced meeting and recommending Bonnette, Page and Stone Corporation as Construction Manager.

Mr. Sullivan read the bids which were received. They are as follows:

|                                 |           |
|---------------------------------|-----------|
| Bonnette, Page & Stone          | \$147,100 |
| Kelly Construction Co., Inc.    | 176,054   |
| North Branch Construction, Inc. | 193,350   |
| Wrenn Associates, Inc.          | 204,988   |

Mr. Stearns motioned to award the Construction Management bid to Bonnette, Page and Stone for the bid price of \$147,100. Ms Webber seconded. Passed unanimously.

Chief Fruchtman stated that earlier today he had met with Mr. Landry and the plans are now 95% complete. Final plans should be nearly complete by end of this week. Ground breaking for the new station will be July 12th at 9 a.m.

Chief Fruchtman spoke with the Board regarding his memo proposing that the Board adopt a fee schedule, under RSA 41:9A, for the collection of funds, to be placed in a Fire Department Equipment account. The memo states "this fee schedule could be used to allow both residential and commercial developers the ability to comply with the NFPA water requirements, based on the requirements of the Authority Having Jurisdiction (Fire Department), without having to place water on site".

Chief Fruchtman explained that the department recommends that the fees be used to purchase a 3,500 gallon tanker which would provide fire protection for the entire community, whereas cisterns only provide for specific areas and are also very costly to install and maintain.

Al Turner, Planning Director, noted that his department is issuing approximately 100 building permits per year which means with the proposed fee schedule it will take 4 -6 years to raise funds to purchase a tanker. Other methods to raise funds were discussed - i.e. town meeting, CIP. Mr. Sullivan told the Board that the proposed fee schedule needs to be reviewed by Town Counsel as these proposed fees may be considered impact fees.

Board members, Chief Fruchtman, Al Turner and Tom Case discussed further ideas on this matter. Subjects included sprinkler systems for larger homes, impact fee vs formula; ordinance or policy, calculation process for fees, and having the Fire Department sign off for the Planning Board for water compliance.

The Board gave their preliminary endorsement and asked Chief Fruchtman to complete drafting the policy, have town counsel and the Board review the draft, schedule public hearing, etc. This will be done if Town Counsel agrees it is legal.

**GRIFFIN PARK UPDATE:** Rick Hancock, Chairman of Griffin Park Committee, gave the Board the third update on the park's construction. He stated that they are still in the prequalification stage but still within the master schedule. Mr. Hancock stated that Herbert Associates has finished the plan revisions and they are on the Planning Board's agenda for July 7th. Prequalification - 6 responses all can handle this project.

Mr. Sullivan suggested that the next Griffin Park update be scheduled for August 9th when the construction contract will be awarded. The Board agreed. Mr. Hancock noted that seeding will be done next year.

**ROCKINGHAM PLANNING COMMISSION (RPC)** - Tom Case, Commissioner from Windham on the RPC, reported to the Selectmen that the RPC is working on the following projects: Policy St/ Rt 111 Intersection improvements; Boston - Portland railway; economic development information (where to get grants) and using block grant money to study sprawl.

Mr. Case asked for a volunteer to serve as a second commissioner from Windham. Anyone interested in volunteering, please call David Sullivan, Town Administrator, at 432-7732.

Mr. Case, on behalf of the Windham Seniors, thanked the Garden Club for the plantings between the Senior Center and the Building Department and the town for plants. He offered his compliments to the

women who did the plantings. Mr. Sullivan echoed Mr. Case's thanks and also thanked Nancy Surette for her design for the plantings and thanked Joe Delahunty for cost breaks on this project!

**EMERGENCY MANAGEMENT PLAN:** Mr. Barker submitted the updated Emergency Management Plan for the Board's approval. Ms Webber motioned to approve the Emergency Management Plan with a revision date of June 21, 1999. Mr. Stearns seconded. Passed unanimously. Mr. Stearns motioned and Ms Webber seconded to approve the plan for the State Office of Emergency Management and sign the Annual Concurrence Form. Passed unanimously.

**CORRESPONDENCE:** Mrs. Crisler moved to release \$31,864.60 from the Mitchell Pond Road bond and retain \$30,180.00 retained. Mr. Stearns seconded. Passed unanimously.

Letter of resignation received from Jack Cartland from the Board of Adjustment. Mr. Stearns motioned to accept Mr. Cartland's resignation, with regret. Mrs. Crisler seconded. Passed unanimously.

Letter received from the State Division of Forests and Lands appointing Fire Chief Fruchtman as Forest Fire Warden for Windham.

Request received from the Cobbetts Pond Improvement Association to use Searles School at a reduced rental, for their annual meeting as they are a non profit organization. Mr. Stearns motioned to allow CPIA to use Searles School at a reduced rate on July 7th. Mrs. Crisler seconded. Passed unanimously.

Mr. Stearns motioned to accept the minutes of June 7th with the correction that it was Boy Scout Troop 263 who helped the Fire Department at the Strawberry Festival. Ms Webber seconded. Passed unanimously.

**OLD BUSINESS:** Mr. Barker gave the other Board a memo suggesting updates to the Board's Rules of Procedure - housekeeping changes. The Board will vote on the changes at their next meeting, but item number three was dropped.

Mr. Sullivan discussed the following items with the Board:

The Town and School will be accepting bids on the bonds for the school additions and construction of the Fire Station on June 24th . Presently the interest rate for AA Bond is 4.7 %. Ms Webber motioned and Mr. Stearns seconded to authorize Mr. Sullivan to accept the bid. Passed unanimously.

Mr. Sullivan recommended that the Town renew their Property Liability Insurance with the NHMA-Property Liability Trust. NHMA-PLT is offering all present clients 3 year renewals for fixed price of \$56,764.00 which represents \$20,000 savings from this year's rate. This is due to the fact that there is now competition from Comp Funds of NH. Mr. Sullivan noted that if we leave NHMA-PLT we would be losing sizable dividends which make their rates as competitive as Comp Funds. Also, Comp Funds is new at handling these types of insurance and yet not tested yet. Mr. Stearns motioned to authorize Mr. Sullivan to sign the contract with NHMA - PLT for 3 years. Ms Webber seconded. Passed unanimously.

Mr. Sullivan told the Board that Cory Nickolson, the college intern working in Town Hall, has developed the final draft of the Property Maintenance Policy which will be scheduled for discussion at their next meeting. He is also finalizing a draft for a Vehicle Maintenance Policy that will be scheduled for the Board's comments on July 12th.

Mr. Sullivan told the Board that he and representatives from the State met regarding proposed work on Langdon road - estimates were in excess of what was budgeted. The scope of work has been expanded

and he will keep the Board informed as to what will be the final plan.

Mr. Sullivan explained that he and Town department heads, with Tech Committee support, are developing a Y2K plan . Later this summer they will be activating a mock disaster to aid in the planning.

Mr. Sullivan told the Board that on the Town's webpage there is a link to a commercial page for advertisements. Mr. Forde, Webmaster, is responding to why this is there and Mr. Sullivan will inform the Board of his answer. The Board will then decide if any further action is required.

Mr. Case noted that the Webpage should be more current. The Board again urged all committees to submit their minutes to the webmaster.

**NEW BUSINESS:** None.

**NON-PUBLIC SESSIONS:** Mr. Stearns motioned and Ms Webber seconded to go into non-public session in accordance with RSA 91-A:3, IIa and c. Roll Call Vote - all members - yes. The Board and Mr. Sullivan were in attendance in the sessions. Subjects were personnel and reputations.

Mr. Sullivan updated the Board on the Police recruitment process.

Mr. Stearns motioned and Mrs. Crisler seconded to remove FF Mistretta from his probationary period - 1 year. Passed unanimously.

Mrs. Crisler motioned and Mr. Doyle seconded to appoint Miriam Stoltz as an alternate on the Conservation Commission. Passed unanimously.

Mr. Doyle motioned and Ms Webber seconded to appoint Robert O'Loughlin as an alternate member of the Board of Adjustment. Passed unanimously.

Mr. Stearns motioned to adjourn. Ms Webber seconded. Meeting adjourned at approximately 11:00 pm.

Respectfully submitted,

Kathleen Davis  
Administrative Assistant

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

