

SELECTMEN'S MINUTES
Year-End Meeting December 27, 2007

MEMBERS PRESENT: Chairman Alan Carpenter, Bruce Breton and Margaret Crisler were present when the meeting commenced at 5:05 pm. Roger Hohenberger arrived at approximately 5:08 pm. Dennis Senibaldi was excused. David Sullivan, Town Administrator and Dana Call, Asst Town Administrator were also in attendance.

CORRESPONDENCE: Mr. Carpenter read a bond release for the Flat Rock Road traffic island from \$4,188.00 to \$0. Mrs. Crisler motioned to approve as read and Mr. Breton seconded. Motion passed 3-0.

Mr. Carpenter read a partial bond release for Clarke Farm Road from \$87,146.40 to \$29,400.00. After a brief discussion regarding a cistern and the total amount of bond funds remaining for all of the roads in the subdivision, Mrs. Crisler motioned to approve as read and asked staff to ensure that there is a cistern on at least one of the roads in the subdivision. Mr. Breton seconded. Motion passed 4-0.

Mr. Carpenter read a partial bond release for Scotland Road from \$22,581.60 to \$6,720.00. Mrs. Crisler motioned to approve as read, with the assumption that there is a cistern on at least one of the roads in the subdivision. Mr. Breton seconded. Motion passed 4-0.

OLD/NEW BUSINESS: Deputy Chief Leuci discussed a proposed purchase of four sets of replacement personal protective gear for firefighters. The total purchase is for \$6,696 and the department is requesting a waiver of the bid process. The Deputy Chief noted the department had been waiting for results of a grant to replace the equipment, and was recently notified they would not receive the grant, thus there is minimal time to go through a formal bid process for the gear. The proposed vendor is the same vendor the department has used for the last several years to periodically replace the gear, which is included in the 2007 budget. Mrs. Crisler motioned to waive the bid process based on the reasons stated by the Deputy Chief and Mr. Breton seconded. Passed 3-1 with Mr. Hohenberger opposed. Mrs. Crisler motioned to authorize the expenditure of \$6,696 from 2007 budget funds for four sets of protective gear and Mr. Breton seconded. Motion passed 4-0. Mr. Carpenter requested that the department prepare bid specifications for the protective gear and go out to bid in advance of expending 2008 funds, for additional sets of gear, to ensure the department is getting the most competitive price.

Ms. Call notified the Board that several area businesses made donations towards door prizes for the annual senior Christmas Party that was held in early December and thanked the following: Super Suppers \$15, T-Bones \$25, Homestead Restaurant \$25, Lobster Tail \$25, Common Man \$20, Windham Junction \$20. Mrs. Crisler motioned to accept the donation with gratitude and Mr. Breton seconded. Passed unanimously.

Mr. Sullivan presented the Board with a summary of a new law which enables town employees to add to their health insurance plan, children up to the age of 26, whereas previously they could only stay on the plan if they were full-time students. The discussion turned to the tax effect of this benefit, because IRS rules require that in certain cases, the value of the health benefit be included in the employee's taxable income. The town's health insurance provider, the LGC Healthtrust, has given the town two options for determining the value of the benefit, which were explained in detail to the Board. The more conservative approach is considered the "COBRA" method, which values the benefit based on what it would cost the person in an "arm's-length" transaction. Mr. Breton motioned to utilize the COBRA method for purposes of calculating employee's taxable income in regards to these benefits, based on the LGC's recommendation. Mrs. Crisler seconded. Motion passed unanimously.

Mr. Sullivan reviewed with the Board the bids received for the Osgood Road cistern installation as follows:

Tate's Excavation, Hudson NH	\$58,520
Northeast Earth Mechanics, Pittsfield NH	\$50,000
J. Parker & Daughters, Pittsfield NH	\$44,000
M.B. Maintenance, New Boston NH	\$38,780
Bagley Construction, East Kingston NH	\$34,850
Britton's Excavation, Sandown NH	\$44,725

Mrs. Crisler motioned to award the bid to Bagley Construction of East Kingston NH for an amount not to exceed \$34,850 and Mr. Breton seconded. After additional discussion regarding the expenditure of town budget funds on the cistern, Mrs. Crisler requested the motion reflect the Board's support of the establishment of a prorated share of betterment fees to be assessed on the lots that are not currently developed on this road. Passed 3-1 with Mr. Hohenberger opposed.

Mr. Sullivan then reviewed with the Board the bids received for the Roulston Road culvert installation as follows:

Tate's Excavation, Hudson NH	\$23,450
Landsite Corp, Antrim NH	\$31,370
Hudson Paving, Hudson NH	\$54,840
Jennings Excavation, Hollis NH	\$27,757
Target Construction, Salem NH	\$23,337

Mr. Hohenberger motioned to award the bid to Tate's Excavation of Hudson NH for \$23,450 and Mrs. Crisler seconded. Passed unanimously.

Mr. Sullivan then reviewed with the Board the bids received for the Nashua/Londonderry Road paving project as follows:

Tate Brothers Paving, Hudson NH	\$31,450
Hudson Paving, Hudson NH	\$25,445

Mr. Sullivan then reviewed with the Board the bids received for the Langdon/Weston Road paving project as follows:

Tate Brothers Paving, Hudson NH	\$68,200
Hudson Paving, Hudson NH	\$53,460

After a brief discussion with the Highway Agent in regards to the location of the various projects, Mr. Hohenberger motioned to award the bid for the Nashua/Londonderry Road paving project to Hudson Paving of Hudson NH for \$25,445 and Mr. Breton seconded. Passed unanimously.

A brief discussion was held regarding the amount of 2007 funds available for road projects. The previously awarded bids are to be funded from approximately \$90K remaining in capital road project funds. Ms. Call indicated that any remaining funds in the Highway summer operating budget would likely be needed to cover overexpenditures in the winter budget due to the excessive winter storms in December, therefore, it was determined that no further projects would be awarded at this time. As a result, no action was taken on the bids for Langdon/Weston Road paving.

Mr. Sullivan then discussed the firefighter SAFER grant and the proposed warrant article to be included in the 2008 warrant, and gave the Board updated amounts that would be reflected in the 2008 budget and draft warrant.

Ms. Call briefly discussed the proposed credit card ordinance and whether the Board wanted to move forward with this for the 2008 warrant. Consensus was to review the draft presented by Ms. Call and discuss further at the budget public hearing.

Mr. Sullivan discussed with the Board the \$15,000 that was appropriated in 2007 for a Salt Shed engineering study, to be funded from the Salt Shed CRF. Due to the lack of response from the State in regards to a joint salt shed project, this money was not expended and will lapse at the end of 2007. Consensus of the Board was to re-appropriate these funds, and add this amount to the budget at the public hearing, and consider including in the warrant article a provision to make the Board of Selectmen the agents to expend the funds in this capital reserve fund.

The Board then briefly discussed the topic of compensating the Town Clerk and whether the Board wishes to include an article on the warrant changing the Clerk from being paid on a fee only basis to a salary and benefits basis. Consensus was to discuss further at the second night of the budget public hearing (Jan 14th), and the Board requested additional analysis from staff regarding a five-year projection of costs.

Mr. Sullivan then reminded the Board of the upcoming budget public hearing scheduled for January 7, 2008, with a second hearing for town ordinances and citizen petitions on January 14, 2008. Mr. Sullivan also

advised the Board that, prior to posting the budget public hearing on Jan 7th, a Board of Health public hearing was posted for the same time. Consensus of the Board was to tell the applicant to come to the meeting later in the evening and, depending on when they finished the budget items, the Board would open the Board of Health hearing and either hear the applicant or continue to another night.

The Board discussed the outstanding bill to Woody's Auto Repair & Towing Co, for the June caboose move, and whether the 2007 town budget would have funds available to pay the bill and remove from the 2008 budget. Mrs. Crisler motioned to pay the balance of the outstanding bill if 2007 funds are available and Mr. Breton seconded. Passed unanimously.

Mr. Breton requested the Board reconsider the non-union incentive plan that is proposed in the Admin budget and asked that funding be removed. Mrs. Crisler indicated she supported the plan as proposed. Mr. Hohenberger indicated that he supported the plan, although he would like to remove any parameters tied to longevity. Mr. Carpenter indicated he supported the plan, however, he had some concerns regarding the appropriate dollar amount. Consensus was to address further at the public hearing on the 7th.

CORRESPONDENCE: Mr. Sullivan presented a letter for the Board to sign thanking Neil Feugill for his role in bringing the C-16 caboose to Windham Depot, and specifically his assistance in laying the rails down where the caboose rests. Mr. Carpenter read into the record a letter from the Town, on behalf of Mrs. Julia Wissell, to the Department of Environmental Services requesting the DES arrange to conduct environmental quality testing at the residence located at 55 Haverhill Road.

OLD/NEW BUSINESS, continued: Bev Donovan spoke briefly to notify the Board that the Searles building will be keeping on loan a piano that was donated to the Windham Endowment.

Meeting adjourned at 6:20 pm.

Respectfully submitted,

Dana Call
Assistant Town Administrator

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