

BOARD OF SELECTMEN
Minutes of August 24, 2009

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

ANNOUNCEMENTS: Mr. McMahon noted that the Windham Baseball Softball League had raised \$9,000 as part of the Jimmy Fund Tournament; more than any of the teams involved.

LIAISON REPORTS: None.

MINUTES: Tabled.

CORRESPONDENCE: None.

ANNOUNCEMENTS CONTINUED: Mr. Sullivan presented a retirement gift to Mr. Wayne Holm with gratitude for 34 years of years to the Town.

Recreation Coordinator Cheryl Haas advised that the following Friday would be the final day that lifeguards would be on duty at the Town Beach. She also noted that, on Saturday morning from 7:00 AM to 9:00 AM, a triathlon would be taking place at the beach and Kites Over Windham will take place from 1:00 PM to 4:00 PM at Griffin Park.

DONATIONS: Mrs. Haas advised the Board of donations from the following for acceptance:

- Town Day: Coca Cola and Howie Glynn's
- Senior Picnic: Rockingham Emergency Vet, Deb MacKenzie, Prudential Dinsmore, Maz Deluca, Jess O'Neil, Bella Viaggio, Windham Dental, Cyr Lumber, Signs for Minds, J. Michaels, Barbara Coish, Hilltop, Windham Gear and Awards, The Lobster Tail, Windham Junction, Windham Community Band, Johnson's Farm, Shaw's, Howie Glynn's, and Coca Cola.

Mr. McMahon moved and Mr. McLeod seconded to accept the donations with thanks. Passed 4-0.

CABLE COMMITTEE: Mrs. Margaret Case, Chairperson, approached requesting a waiver of the bid process and authorization to expend \$9,295 from the Special Cable Fund toward the purchase of a Tri-caster for the studio. Mrs. Case noted that the Committee has been working with the School District, and that the latter will also be purchasing this item along with three robotic cameras and all related wiring within their media center.

Lengthy discussion ensued regarding the availability of local vendors/ technicians and the benefits of this equipment to the studio. Cable Coordinator Stacey Sofronas explained to the Board that sole sourcing the purchasing allows for the availability of a local representative and training, and that the equipment will aide in streamlining production and post-production and offer virtual sets and improved quality. Mrs. Case added that the Committee has worked with the vendor in question in the past, and that additional software is available at no charge if the equipment is purchased in conjunction with the School District.

After further, brief discussion regarding the studio at the High School, Mr. McMahon moved and Mr. Breton seconded to waive the bid process. Passed 4-0.

Mr. McMahon then moved and Mr. Breton seconded to authorize the expenditure of \$9,295 from the Special Cable fund for the purchase of a Tri-caster as detailed. Passed 4-0.

ALARM BIDS: Mr. Sullivan distributed a detail of the bids received to the members and explained that, given their involved nature, staff was not yet prepared to make a recommendation. He added that staff had met that afternoon with the two (2) vendors being considered to clarify their bids, and that reference checks were being conducted.

HIGHWAY SAFETY COMMITTEE: Police Chief Lewis advised the Board that the Committee had recently met to discuss the following items:

- Depot Road Project: The Committee evaluated the project plans and recommend alignment of the proposed parking area directly across from Frost Road to allow for improved site distance, increased distance from the pedestrian crosswalk, and creation of a defined intersection. The Chief added that this recommendation would include reconstruction of the end of Frost Road to a “T” intersection, and that he would like to place a traffic counter in the area to establish the 85th percentile of traffic to ascertain if the posted speed limit is reasonable.

Discussion ensued regarding future signage in the area, costs to complete Frost Road, and available parking. Mr. McLeod then moved and Mr. Breton seconded to support the Highway Safety recommendation. Passed 4-0.

- Roulston Road: The Committee reviewed ongoing concerns from area residents and the owner of the former CET building relative to parking by trail users, and could not reach a recommendation. Discussion ensued regarding the limited availability of parking in the area, and possibly approaching the owner of the abutting, vacant parcel which Chief Lewis believes to be an old easement. It was the consensus of the Board that Mr. Sullivan follow-up to have the Rail Trail Alliance attempt to contact the owner of the parcel in question regarding possible use by the Town as a parking area for the trail.
- Horseshoe Road: The Committee reviewed resident concerns regarding ongoing parking issues related to the use of Griffin Park, and recommends that both sides of Horseshoe Road across from the park be designed “No Parking” for a distance of 150’ from the intersection of Range Road.

Lengthy discussion ensued, followed by a motion by Mr. McMahon and a second by Mr. McLeod to post one side of Horseshoe Road “No Parking” for a distance of 150’, and the other “No Parking” for a distance of 50’ only; sides to be determined by the Highway Safety Committee. Passed 4-0.

OLD/NEW BUSINESS: Mr. Sullivan advised that the rental generator is in place and operational, at a cost of \$1,900/month. He presented draft bid specifications to the Board for review, and asked that they forward any comments/concerns to Mrs. Call as soon as possible.

Mr. Sullivan advised the Board that the Castle Hill bridge project has been completed save for one remaining issue involving a utility guy-wire in the travel way. He noted that staff is currently endeavoring to expedite its removal with Fairpoint and National Grid , and recommended that the bridge remain closed to give them time to relocate the wires. After a review of photographs of the area and brief discussion, it was the consensus of the Board to wait until the removal is completed to open the bridge to traffic.

NON-PUBLIC SESSION: Mr. Breton moved and Mr. McMahon seconded to enter into non-public session in accordance with RSA 91-A:3-II a, c, d, and e. Roll call vote - all members "yes". Topics of discussion were personnel, reputations, land acquisition and legal, and the Board and Mr. Sullivan were in attendance in all sessions.

Reputations: The Board discussed a forbearance agreement/lease concerning a recently acquired tax deeded parcel. Mr. McMahon moved to accept a rental of \$700/month, \$200 of which would be credited against the amount of taxes owed. Mr. McLeod seconded. Passed 4-0.

Reputations: Mr. Sullivan updated the Board on a potential legal issue. Mr. McMahon moved to seal the minutes of this portion of the meeting. Mr. McLeod seconded. Passed 4-0.

Personnel: Mr. Sullivan updated the Board on ongoing Union negotiations and was given direction from the Board.

Land Acquisition: The Board discussed a possible lease of private land and entering into contract discussions on same.

Legal: The Board discussed a legal matter and will be meeting with Town Counsel and the Planning Board in the next few weeks.

Mr. McMahon moved and Mr. Breton seconded to adjourn. Passed 4-0.

Meeting adjourned at 10:00 pm

Respectfully submitted,

Wendi Devlin, Administrative Assistant
David Sullivan, Town Administrator

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