

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF MARCH 14, 2016

In attendance were Chairman Peter Georgantas, Vice Chairman Mark Lemay, Selectman Allen Brown, Selectman David Pierce, and Town Administrator Susan Desruisseaux. Also in attendance was Gail Labrecque—Recording Secretary.

Absent: Selectman Collis Adams

6:00 pm CALL TO ORDER BY CHAIRMAN GEORGANTAS

The Board said the Pledge of Allegiance.

OATHS OF OFFICE: John Allen Brown and David Pierce

Chairman Georgantas said both Selectmen were sworn in previously in the Town Clerk's office.

ACCEPTANCE/CORRECTION OF MINUTES: 01/13/16 – Bond Hearing; 02/03/16 – BOS Meeting after Deliberative Session and 02/29/16 public & non-public minutes

Town Administrator Desruisseaux said she had a couple of corrections. In the minutes to the January 13, 2016 Bond Hearing, on page 1 of 4, Superintendent Balke's name is spelled incorrectly. Also, about six paragraphs down on the same page, the figure of \$177,265 for the bond payment is approximate. The word "about" should be inserted in two places before the payment amount. Lastly, the minutes to the February 3, 2016 meeting after the Deliberative Session has the word "amendments" misspelled.

Vice Chairman Lemay made a motion to accept the minutes to the Bond Hearing of January 13, 2016, the minutes to the February 3, 2016 Board of Selectmen meeting after the Deliberative Session, as amended, and the public and non-public minutes to the Board of Selectmen meeting of February 29, 2016. Selectman Brown seconded the motion. VOTE: 3-0-1. Selectman Pierce abstained. Motion carries.

ANNOUNCEMENTS

The DPW announces construction work related to the Paige Hill Road Reclamation Project, starting Monday, March 14th. The work zone will be between Winter Hill Road and Locust Hill Road and will be closed to all thru traffic. Only local residents or businesses needing access in and out of the work zone will be allowed. Delays should be expected 7 am to 5 pm Monday through Friday. All thru traffic must use the detour from Elm Street to Locust Hill Road. The road will reopen to thru traffic each night. This notice, project, updates, and plans are posted on the Town's website www.goffstown.com (go to department of public works—construction projects). Please contact Eric Gustafson, Engineering Technician at 603-497-3617 ext 227 with any question. Thank you for your patience.

Chairman Georgantas said posted weight limits on roads are effective March 14, 2016 during the spring thaw. Those roads include Black Brook Road from Cinnamon Drive to Tirrell Hill Road, Paige Hill Road from Elm Street to Winter Hill Road, Hooksett Road, Ferson Road, Joppa Hill Road, Summit Road, Dumont Park Road, Arrowhead Drive and Brien Road.

TOWN ADMINISTRATOR'S REPORT
Selectmen's Meeting Schedule

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Town Administrator Desruisseaux said the Selectmen's meeting schedule for the next two weeks includes the Library Trustees meeting this Wednesday at 6:30 pm. Parks & Recreation will meet this Wednesday at 7 pm. Selectmen Pierce said he would attend. On Thursday, the Budget Committee meets at 7 pm. Chairman Georgantas said he would be there. Town Administrator Desruisseaux said on Tuesday, March 22 is the Public Info Meeting with Senator D'Allesandro & Health & Human Services Commissioner regarding Medicaid expansion. On Wednesday, March 23rd the HDC meets at 6:30 pm. Vice Chairman Lemay said he would be there. Town Administrator Desruisseaux said on Thursday, March 24, the Planning Board normally scheduled at 7 pm. was canceled.

Consensus Folder

Town Administrator Desruisseaux said there is an employee Status Report of the resignations of two paramedics. There is a Mutual Aid and Assistance Agreement with Weare for Building Inspection and also for New Boston. And there is a Proclamation for an Eagle Scout.

Selectman Brown made a motion to approve the Consensus folder. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Assessor's Recommendations

Town Administrator Desruisseaux said there are recommended Solar Energy Systems Exemptions for 2016 for Map 2, Lot 25B, Map 9, Lot 66, and Map 17, Lot 177. There is a recommended Current Use LUCT Lien Release for Map 12, Lot 19. There are recommended Elderly Exemptions for Map 6, Lots 17B-20 and 22-45; Map 11, Lot 13B; Map 15, Lot 13 and Map 21, Lot 111.

Vice Chairman Lemay made a motion to accept the Assessor's recommendations. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Accept Donation of \$30 from Republican Party for the use of Grasmere Town Hall for a meeting and Deposit into the Grasmere Town Hall Restoration Fund

Selectman Pierce made a motion to accept a \$30 donation from the Republican Party for the use of Grasmere Town Hall, depositing it into the Grasmere Town Hall Restoration Fund. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Draft of Property Tax Bill insert regarding Pinardville and 911

Town Administrator Desruisseaux said in their packets at Tab 5e is the draft insert for the first half property tax bill. It advises them to identify themselves as a Goffstown resident if they have to call Emergency 911. This will go to the owners to the property. Selectman Pierce asked about sending a copy to the actual addresses. Chairman Georgantas said we have asked in the letter for the landlord to provide copies of the letter to the occupants of the property.

Selectman Brown made a motion to accept the letter to insert in the property tax bill. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Town Administrator Desruisseaux said she received an email from a resident of Holly Street that her veterinarian advised her to register her dog in Manchester, not in Goffstown.

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PUBLIC COMMENT—6:10 pm

Senator Lou D'Allesandro said he has his class from St. Anselm's College. It is his State and Local government class. We will have a public information meeting on March 22 here in Goffstown to go over Medicaid Expansion. It will be open to the public. It is the most significant issue facing the legislature in this session. The amendment passed by one vote. It will come before the Senate. They have taken both the Finance Committee and the Health and Human Services Committee to hear this piece of legislation. The bill calls for a two year extension and no general funds will be used.

He talked about local government and the five member Board of Selectmen. About half of our communities in the state do that. He congratulated the Goffstown Women's Basketball on their championship this year. The bill has a two year sunset provision. The State has received over \$400 million from the federal government. We are moving in the right direction and want the public to provide input and for them to know what the legislation is about. Selectman Pierce said it was over 200 people in Goffstown who are enrolled in the extension program.

TOWN ADMINISTRATOR'S REPORT--continued

Letter from Goffstown Historical Society

Town Administrator Desruisseaux said she sent this letter to Parks & Recreation because this is the department responsible for the common. Parks & Recreation staff will attempt to clean off the plaque and statue but they did not budget for any electric improvements to the lights. We will wait to see the estimate and decide how to proceed. Chairman Georgantas said he thinks it's important that this is taken care of.

Letter regarding barking dogs

Town Administrator Desruisseaux said they received a letter from Robert Girard regarding barking dogs in his neighborhood. He is asking for a local ordinance. We follow State law and, unless the dog is barking for 30 minutes, there's not much we can do about it. Chairman Georgantas said we'd pass it on to the Police Department. He can come to us with a recommendation and go from there.

Report of replacement of two town bounds with Dunbarton

Town Administrator Desruisseaux said replacement of the Town bounds with Dunbarton has been completed and the enclosed record requires signature by an authorized representative of the Board.

Vice Chairman made a motion to authorize the Chairman to sign the perambulation record. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Schedule Date for EDSAT Presentation

Town Administrator Desruisseaux asked if the Board is available to hear the EDSAT Presentation on Tuesday, April 19th at 4 pm. It would be an in person presentation. Chairman Georgantas said we can move ahead with that date. Town Administrator Desruisseaux said they would poll the EDC and Planning Board for their availability.

Review Town Meeting Results and discuss implementation

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Town Administrator Desruisseaux said the Town Meeting results are unofficial until Tuesday, which is the deadline to request a recount. So any votes later tonight to start the implementation should be conditional on the certification of the official results. She needs a vote on Article 16 for the Firefighter's Apparatus CRF. Because of the time delay, RSA 35:11 requires us to deposit the money with the Trustees of the Trust Funds within 10 days of the certified vote. This Board doesn't meet within 10 days of that certified vote, which would be 10 days from tomorrow. Chairman Georgantas said this will be deposited in the Capital Reserve Fund.

Selectman Brown made a motion to approve the payment to the Trustees of the Trust Fund within the required 10 days upon certification of the vote by the Town Clerk. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Police Chief's request for 3rd dispatch console with funding plan

Town Administrator Desruisseaux said a motion is needed to proceed to a public hearing to accept and expend the unbudgeted revenues from the New Boston Police Dispatch towards the purchase of a third dispatch console. It won't be quite enough but he will have extra money in his wage line because of vacancies that have not been filled yet. Chairman Georgantas said the Police Chief taking on this dispatching for New Boston didn't require taking on additional personnel.

Vice Chairman Lemay made a motion to proceed to a public hearing to accept and expend the unbudgeted revenues from the New Boston Police Dispatch towards the purchase of a third dispatch console. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

SELECTMEN'S DISCUSSION

Committee Reports:

EDC

Vice Chairman Lemay said they talked of the Springfest and what they will present. They talked about the EDSAT. They discussed that the Economic Revitalization Zone needs to be recertified every five years. There was a discussion about designated ERZ and if additional sites would be nominated. They reviewed the welcome sign in Goffstown and they had a round table meeting with the Main Street Director and a realtor.

Planning Board

Vice Chairman Lemay said they discussed Map 26, Lot 12A and 12 for KRG. There was nothing in the plan for lighting or signage. It stays the way it is. There is no meeting on March 24th.

Highway Safety Committee

Town Administrator Desruisseaux said they will be coming forward with any recommendations.

NEW BUSINESS

Response to Auditors

Town Administrator Desruisseaux said she put in their response from last year and a blank form for this year. The Board gave their responses to questions concerning issues of fraud and risk. We do a good separation of duties and several tiers of approval to prevent fraud.

Elect Chairman

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Chairman Georgantas said he spoke with Selectman Adams, who is not here this evening. He will also not be at our next meeting so we will go forward with electing a chairman.

Selectman Brown made a motion to appoint Peter Georgantas as Chairman. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Chairman Georgantas asked Mark Lemay to continue as Vice Chairman. He said we will continue with the assignments for now. It's worked out well the way it's been. Selectman Pierce said he would be on Parks & Recreation and Conservation.

OLD BUSINESS

Action Matrix

Town Administrator Desruisseaux said they were at Grasmere Town Hall and removed the crash bar and installed it on the other fire escape and secured the back door. Further work is planned the week of April vacation. She checked with Assistant Town Administrator Derek Horne who said the window was ordered. Chairman Georgantas said Target would like to start as soon as possible on Grasmere Town Hall. He is available nights and weekends. Town Administrator Desruisseaux said we are waiting for a contract and a scope of the work, as well as deliverables and a payment schedule. Chairman Georgantas said we have the EDSAT meeting and will get that out of the way before having a meeting with EDC. Selectman Pierce said he will meet with Derek Horne to get caught up. Town Administrator Desruisseaux said we are looking toward the end of April for the report from the subcommittee. Chairman Georgantas said we addressed the zip code issue with the letter tonight. Vice Chairman Lemay asked if they could put notices on Station 19 on the bulletin board. People come by and look there. Chairman Georgantas asked if we could put some in the businesses in town. Town Administrator Desruisseaux said we can't put them in mailboxes unless we mail them.

2016 Committee Assignments

Chairman Georgantas said he thinks they should stay with the same assignments this year.

FIRE CHIEF O'BRIEN

Purchase of Ambulance

Chief O'Brien thanked the voters for their support, especially on the Fire Department articles. He said they are here tonight to request approval for the purchase of a new ambulance. They request to use the Houston-Galveston Area Council Cooperative Purchasing Program for purposes of awarding the vendor to purchase an ambulance. And they recommend going through Minuteman Trucks as a contractor for the purposes of purchasing a new Road Rescue Freightliner Medium Duty ambulance. The cost is \$229,968.00. It includes a \$5,200 trade in for a 2005 ambulance. Town Administrator Desruisseaux said this is contingent upon certification of the vote tomorrow.

Vice Chairman Lemay made a motion to move forward with HGAC program to purchase a new Road Rescue Freightliner Medium Duty ambulance at a cost of \$229,968, contingent upon a certified vote. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

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Chief O'Brien said the Jaws of Life would be a complete set of jaws. It is through a Massachusetts state bid. It is \$40,000 and includes a trade in with the oldest set of jaws we have, valued at about \$2,000.

Selectman Pierce made a motion to move forward with the \$42,000 expenditure. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Chief O'Brien addressed the replacement SCBAs. It would be 38 SCBAs without the cylinders, 25 face pieces, 3 Rit Pak bags and 3 Pak Tracker Receivers with batteries. The cost is \$239,684.00. This should be the final figure. The vendor is Industrial Protection Services, Massachusetts Bid Pricing.

Vice Chairman Lemay made a motion to move forward with IPS to purchase the SCBAs. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Out of State Conference Training

Chief O'Brien addressed an out of state conference request. The cost is about \$2,000 and is budgeted within the Fire Department budget.

Selectman Brown made a motion to approve the out of state conference request. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

RFP for Church Street Renovations

Chief O'Brien addressed a request to proceed with the RFP for the Church Street renovation project. They would like to get a construction manager for the project, who will coordinate and ensure competition of the preconstruction phase, as well as the construction phase. The Construction Manager will agree up front to a Guaranteed Minimum Price (GMP) as established. The cost is \$2.3 million.

Vice Chairman Lemay made a motion to proceed with the RFP for the Church Street renovations, contingent upon a certified vote. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Town Administrator Desruisseaux said this will go out with the June issuance for the bond with the municipal bond bank. Don Borrer is working out the timeline with the Bond Council on this.

DPW DIRECTOR ADAM JACOBS

CMAQ Intersections/Main Street Construction

DPW Director Jacobs said they attended a meeting with DOT to discuss our decision to close out the project. They realized the Town was very capable as far as roadwork is concerned, and understood our reasoning. The first thing is that the \$80,000 reimbursable from the first half doesn't have to be refunded, as long as we proceed with the plans that were approved. They will abide by the good faith clause.

The second piece of business was they dangled an 80% match in front of us. It was 55% prior. It introduces more problems with the timing of the project. We let them know of our concerns with the impact to Main Street with a multi-year project. He wasn't sure how the Board would feel about that so they prepared estimates to determine how to proceed.

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Town Administrator Desruisseaux clarified the 80% funding is just for the construction phase. DPW Director Jacobs said the outlying areas wouldn't be included. It is only for the intersections themselves. We would be paying market value for the parts they don't cover. It would be tough to coordinate with Sewer and Water. You are guaranteed a multi-year impact. It didn't make sense to put the Main Street part out to bid.

Option 1 is to put out to bid the two CMAQ intersections with Main Street in between. The cost is about \$300,000 higher than taking on the whole project ourselves. Option 2 is to not take DOT up on their offer and do it all in house. We would save about \$300,000. We would try to adhere to the one year timeline. Option 3 would be to take up the state on their 80/20 funding on the CMAQ intersections, and do the remainder in house the following year. Its \$170,000 cheaper on paper, but it's not the greatest plan. He's not sure about the impact to Main Street.

Selectman Brown said this would be a two year project. You wouldn't get Water and Sewer in there at the same time. He advocates option 3. DPW Director Jacobs said his gut tells him they will be happier going with option 2. Chairman Georgantas said there is a potential to save \$170,000 but we won't necessarily save it. Selectman Pierce clarified options 1 and 3 involve an outside contractor. With the risk in Water and Sewer work, you have unknowns which are change orders. They can be costly. By doing the work internally you can be more flexible in how you address those unknowns. Chairman Georgantas said the Water and Sewer departments are responsible for their costs.

Selectman Brown said he thinks it may be too much for DPW to take on. DPW Director Jacobs said now the plan for 2017 is to drop everything and this project is it. Chairman Georgantas said when we discussed it as a group we thought that was the way to go because we don't disrupt the businesses downtown as much. Town Administrator Desruisseaux asked how many years to get through the design. DPW Director Jacobs said the grant process is 6 years old. When you follow a grant it is different and more formal. Selectman Pierce said it is complicated when you follow the CMAQ federal guidelines. When you are working internally it is less complicated to execute.

Selectman Brown made a motion to move forward with option 2. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

PUBLIC HEARING: Amend Speed Limit on East Union Street to 20 mph

Chairman Georgantas said this is the first of two public meetings to be held on amending the speed limit on East Union Street.

Chairman Georgantas opened the hearing to the public at 7 pm. There was no comment from the public. The public hearing was closed at 7:01 pm.

LED Street Light Conversion.

DPW Director Jacobs said work is expected to begin at the week of March 21st and will take about three weeks. Fixtures have been ordered and are on route. It is just street lights only. If we want to do more later, we can discuss that. There are 475 fixtures. None were deleted and two were added. We are going from a 58 watt fixture to a 15 watt fixture. It will be about 1/3 the energy and you should start seeing the savings soon. The first year everything is under

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warranty and some fixtures will be available. The contractor will take care of the first year and Eversource will beyond that.

Road Plan—Construction Plans and Update for Paige Hill Road

DPW Director Jacobs said they propose 10 new structures on Paige Hill Road. They have started on branch trimming and under drain work. They will be meeting with the residents. He brought plans for a Town Hall copy and Selectmen review. He thanked the voters for their support in the additional funding for the road plan. They will be able to get additional work done. We will finish Black Brook Road from Tirrell Hill to East Dunbarton Road. We'll talk more about College Road as we come closer. They will work on Worthley Hill Road to Tyler Drive. Then they will finish the Glenridge/Maplewood neighborhood. If there is time at the end of the year they'd like to get to Stinson Road. It's in pretty rough shape and we'd like to get from Paige Hill Road to the beaver dam.

The final pedestrian bridge on Pleasant Street will need to be completed. We have a maintenance overlay of Elm Street. That is going to be from Paige Hill Road through Center Street to the roundabout. We will topcoat the three roads that were only base coated last year: Hooksett Road, Paige Hill Road and Black Brook Road. We have some thick shim and overlay on Snow Road and Rosemont. Both are in rough shape. Rosemont will hopefully be done post playground project. Seasonal road postings go in effect today. He doesn't have updates yet on the Joffre Road turnaround. He met with Country Squires Condo Association and is waiting to hear from them.

Approval of RFP/Vendor Posting

DPW Director Jacobs said there are five requests to advertise. There are 2 Roll-Off Utility Trailers, a 2016 Keith Walking Floor, Replacement for a Keith Walking Floor or equivalent, Closed Top Walking Floor Trash Trailer, AWD Ford Escape SUV--used, and a Ford F550 Crew Cab Pick-up.

Selectman Brown made a motion to approve the RFPs for these items. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Closed Top Walking Floor Trash Trailer

DPW Director Jacobs said this would be a request to non-advertise. We normally have a company come in for asphalt and gravel recycling. They have a vendor who is willing to hold their 2014 pricing. He recommends they continue with them—Bigfoot Crushing.

Selectman Brown made a motion to move forward with this request. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Street Sweeping

DPW Director Jacobs said street sweeping has an increase of \$5/hr. We've been happy with them. He only does 45 hours per year.

Vice Chairman Lemay made a motion to continue with the street sweeping vendor. Selectman Pierce seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

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Uniform Service

DPW Director said they have received no bids for uniforms. He contacted the vendors. Two have gone out of business. One was our current vendor. The others don't perform T-shirt laundering. If we change the specs we could contract with CINTAS under the US Communities contract for 3 years. Town Administrator Desruisseaux said it should contain a non-appropriation clause for a 3 year agreement.

Selectman Brown made a motion to use CINTAS for Uniform Services, contingent upon it containing a non-appropriation clause and a three year agreement. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Request to post for seasonal laborers

DPW Director Jacobs said there is no change from last year. There would be 3 cemetery and 3 highway employees. They would be hired for less than 6 months.

Selectman Pierce made a motion to go forward with the post for seasonal laborers, to be less than six months. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Surplus in budget

DPW Director Jacobs said he has about \$68,000 in Overtime in the budget and \$87,000 in salt in the budget leftover from last year. As we get further into the year, we will talk about it. This time last year the Overtime budget was gone. The 4 day work weeks starts the first week of April. Based on the work done on Paige Hill on Friday, he identified a serious safety item. Until now the Town has been using a basket manufactured by staff and mounted to the front of a bucket loader to raise a man up to trim trees. He would like to investigate getting a used bucket truck to do it safely. He's taken theirs out of service. Rental prices are about \$1,800 per week. After we get a chance to rent one, he will come back with a proposal, if they think it is something to add. Once you have a bucket truck, they may use it to trim things they've not reached before.

Chairman Georgantas asked if the dozer issue is closed out. The budget passed and would be effective tomorrow. Selectmen Brown asked about training people to use a bucket truck properly. If you hire a good crew that does this every day, they can get a lot done. Chairman Georgantas said that will be a discussion when it is brought forward to us. Town Administrator Desruisseaux said our insurance provider may also have training opportunities.

7:22 pm Selectman Brown made a motion to enter into non-public session per RSA 91-A: 3 II (a) compensation, (b) hiring, (c) affect reputation and (d) consideration of acquisition of personal property. Vice Chairman Lemay seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 4-0-0. All in favor. Motion carries.

7:43 pm Selectman Brown made a motion to exit non-public session. Vice Chairman Lemay seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 4-0-0. All in favor. Motion carries.

Vice Chairman Lemay made a motion to seal the minutes to the non-public session. Selectman Brown seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice

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Chairman Lemay-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 4-0-0. All in favor. Motion carries.

Vice Chairman Lemay made a motion to accept the Fire Chief's recommendation to hire a temporary firefighter for less than 6 months. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Vice Chairman Lemay made a motion to accept the Fire Chief's recommendation for acting Lieutenant for less than 6 months. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Selectman Pierce made a motion to authorize the Public Works Director to offer quote 7118 to the homeowner, and anything beyond that scope would be at the homeowner's expense. Selectman Brown seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

7:45 pm Selectman Brown made a motion to adjourn. Vice Chairman Lemay seconded the motion. VOTE: 4-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Approved by the Board on 3/28/16 with two corrections: on page 1, a correction to the motion to accept the minutes of the meetings of January 13, 2016 and February 3, 2016 which should include that they are accepted "as amended" and on page 3 the motion made by Vice Chairman Lemay should be corrected to say that the motion was to "authorize the Chairman" to sign the document.