

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

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

6:00 pm CALL TO ORDER BY CHAIRMAN GEORGANTAS

The Board said the Pledge of Allegiance.

ACCEPTANCE/CORRECTION OF MINUTES

Vice Chairman Lemay made a motion to approve the public and non-public minutes to the Board of Selectmen meetings of May 23, 2016 and June 6, 2016. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

ANNOUNCEMENTS

Chairman Georgantas said the Goffstown Sewer Department announces road construction work related to manhole work and paving on Glenridge Ave. and Elmwood Ave. The project will start Wednesday, June 8th and will last about two weeks. Single lane alternating traffic will be necessary at times. Delays should be expected 7 am to 5 pm, Monday through Friday. Please contact the Goffstown Sewer Department at 603-497-3617, ext 240 with any questions. Thank you for your patience.

He also said an Eagle Scout project donated to the Town has been completed. It was authorized as a donation to the Town by the Selectmen on April 20, 2015. It is a kiosk on the Rail Trail property, to the east side of the gravel road crossing the Rail Trail from the public parking lot serving the Hillsborough County Administrative Complex. It was completed on May 15, 2016. Completion was verified by the Eagle Scout Review Board of Troop 99 by the FRT officer David Pierce. Selectman Pierce introduced Eric Choquette and the Board expressed their appreciation.

PUBLIC COMMENT at 6:10 pm--There was no public comment.

JEAN WALKER - Fence at Westlawn Cemetery

Jean Walker came in to request they continue with Mill City for the fencing at Westlawn. They fabricated the whole fence. The rods are cut and worked on in their shop. We wanted something to resemble the fence across the street, which is about 100 years old. We kept thinking we'd get our money from the Trustees of the Trust Funds, but we didn't have it. We had it encumbered for the next year. Mill City did the gate and we went into CIP that year but it didn't pass. Last year it was passed in the CIP and she is here asking because they are pretty sure they can't get the money out of Cy Pres. They held the price for the four years we waited. The price is the same as they had originally.

Town Administrator Desruisseaux said they didn't take it through the Cy Pres process. That is a legal proceeding. There is a perpetual care fund with a lot of money in there. We have to do more research. She thinks they collapsed that account to save the bank fees. We have to determine how much is in those account lines then we go to the courts to release it.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

Jean Walker said it is between \$80,000 and \$100,000. Chairman Georgantas said DPW Director Jacobs wants to go out to bid. Jean Walker said she felt strongly because they've been working with Mill City and they held their price. Their proposal is out there and known. We didn't have a written contract with them because we didn't have the money up front. We had only a proposal. Town Administrator Desruisseaux said the proposal is in the Selectmen's package for private session so the information doesn't get out there in case it goes out to bid. Selectmen Brown said Mill City held the price in good faith. If we go out to bid we may not get as good a price or quality. Jean Walker said Mill City went to a larger steel to better match the fence. The amount of money in CIP is the amount of Mill City's proposal.

ASST. DPW DIRECTOR MIKE HILLHOUSE

Fence at West Lawn Cemetery

Mike Hillhouse presented for DPW Director Jacobs, who was unable to attend. He said Jean Walker provided information he didn't know. He referenced the memo in the Board's packet which recommends going through the competitive bid process. The first thing they did was the gate. With the panels prices may be more competitive if they go out to bid. Chairman Georgantas asked how much money DPW Director Jacobs thought he could save. He said he'd like to get comment from DPW Director Jacobs. He'd like to put it off until he is able to attend. The Board was in agreement.

Request to submit letter of intent to apply for Transportation Alternatives Program (TAP) grant funds for various sidewalk projects in the Road Plan

Mike Hillhouse said there are some possibilities of grants coming up for upcoming projects. There is a list of roads that would be involved. This is just getting the Board's approval to submit the Letter of Intent. Town Administrator Desruisseaux said it is for the sidewalks projects. It is 80% funding.

Selectman Pierce made a motion to allow the DPW Director to submit a Letter of Intent to apply for Transportation Alternatives Program (TAP) grant funds for various sidewalk projects in the Road Plan. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Road Project Updates

Mike Hillhouse said we started the drainage work on Black Brook Road. We are out of the Paige Hill projects for several weeks now. We've been working at Roy Park. We removed the tennis court. We are getting the back area done for the playground area and the paving area prepped ahead of time. The loaming area we did this week is going to be seeded. There will be some paving. The work is going to happen but it's been rough getting things lined up. He'd like to get to the sidewalk at Roy Park before the season opens. Some of the paving is pending. We should see Continental Paving here in the next couple of weeks. The sink hole in Pinardville, on Mast Road by the Wa-Toy, is being addressed. We will hopefully be putting the drainage system back together tomorrow. We've started crosswalk painting and spring clean-up.

Tax Deeded Property Bids

Chairman Georgantas opened and read the bids for the tax deeded property on 2 Shore Drive. He said there is a bid for \$41,000 from Kenneth Cooley. He has one from Mark Gladysz for \$25,100. Mark Butcher has a bid for \$25,100. Each had a 10% deposit check included.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

Selectman Adams made a motion to award the sale of the property at 2 Shore Drive to the high bidder Kenneth Cooley in the amount of \$41,000. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor.

Chairman Georgantas opened and read the bids for the tax deeded property at 2 Water Road. Michelle Strople bid \$7,115. From Henry Beique, of the Beique Family Revocable Trust, there is a bid for \$7,200. Town Administrator Desruisseaux said the minimum bid was \$7,115.

Selectman Pierce made a motion to award the sale of the property at 2 Water Road to the Beique Family Revocable Trust for \$7,200. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

FIRE CHIEF RICHARD O'BRIEN

Town Administrator Desruisseaux said she has good news to share. We went out for a \$2.3 million bond for the fire station. When we were planning this we had amortization schedules and the rate was 4%. The bond bank went out last week and got us an interest rate of 2.5%.

Request to apply for an Emergency Management Performance Grant (EMPG) for the Church St. Fire Station Project (\$140,000)

Chief O'Brien said they are progressing on the project to start conversations with the architect. As soon as we get drawings we can get a final budget to present to the Board. He expects that to happen in July. His first request is to apply for an EMPG grant. This grant will be for approximately \$140,000 for the new Church Street station for emergency power—the generator, and some training equipment. They are all high priority items under the grant. He did meet with the Homeland Security field representative and we have to apply this week to qualify. The generator would be able to supply the entire station. We are also looking at tables, chairs, and AV equipment. This is a 50% match. The construction itself can be considered the match.

Vice Chairman Lemay made a motion to allow the Fire Chief to apply for an Emergency Management Performance Grant for the Church St. Fire Station Project in the amount of \$140,000. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Implementing decision to relocate Skateboard Park to allow for more village parking during construction projects

Chief O'Brien said the Board voted to change the Skateboard Park to allow additional village parking, and parking for the fire station when done with the fire station project. He would work with Director Wilhelmi and DPW Director Adam Jacobs to preserve as much as they can for the next location, which is to be determined. This will be part of the site plan for the new fire station when it is presented to you. Town Engineer Meghan Theriault is engineering it and will hopefully have something soon. Town Administrator Desruisseaux said the preserved items would be stored until they come up with a plan. Chief O'Brien said the concrete is not usable but the metal rails are.

Chairman Georgantas asked about the discussion on the Seagraves and the Taggart. Chief O'Brien said they are close to figuring out a good place for those pieces of equipment to be during construction. When construction is complete they will have something that will fit these items. It will be better than what they have now.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

Town Administrator Desruisseaux said the Town had retained ownership and a protocol was put in place for them to be used in parades and other events. Selectman Pierce asked if insurance carries over to the new location. Town Administrator Desruisseaux said we will have to find out about that.

Chief O'Brien said there was another instance where someone in Pinardville where someone called 911 and the call was transferred to Manchester. Manchester noticed it wasn't their address and forwarded the call. Chairman Georgantas said not everyone in the house sees the tax bill.

TOWN ADMINISTRATOR'S REPORT

Selectmen Meeting Schedule

Town Administrator Desruisseaux said on Wednesday, June 15th, at 9:00 am the Highway Safety Committee meets at the Police Department; at 6:30 pm the Library Trustees meet at the Library; and Parks & Recreation meets at 7 pm at the Parks & Recreation Center. On Thursday, June 16th at 7 pm the CIP meets at Town Hall. On Tuesday, June 21st at 6 pm the Sewer Commission meets at Town Hall. On Wednesday, June 22nd at 6:30 pm the HDC meets at Grasmere Town Hall and at 7 pm the Conservation Commission meets at Town Hall. The Planning Board meets at 7 pm at Town Hall. And on Friday, June 24th there is the closing on the conservation easement. The time is to be determined.

Selectman Brown said he would attend the Highway Safety Committee meeting. Selectman Adams said he would attend the Parks & Recreation meeting, the Conservation Commission meeting, and the Sewer Commission meeting. Chairman Georgantas said he would attend the CIP meeting and the closing on the conservation easement. He will check his schedule to see if he's available to attend the Planning Board meeting since no one else is available. Vice Chairman Lemay said he would attend the HDC meeting.

CONSENSUS FOLDER

Town Administrator Desruisseaux said they have Employee Status Reports of a Patrol Officer for a merit increase for degree; a Specialized Assignment as SRO; Inactive EMT & CFF discharges; DPW has 2 seasonal laborers--1 FT laborer and a PT solid waste attendant. There is a Pole License Request for pole #260/21A for PSNH at Monarch Ave. There are Event Permits for the Library – Outdoor Skywatch 7/13/16, 8pm-11pm; Concert on Common 7/21/16, 11am-12pm and Touch-a-Truck 8/11/16, 10 am-noon. There are Rights to Inter for Beard and heirs: Shirley Hill Cemetery, Section 3 Lot 15-25B; Arthur Rose & Allison Shanahan and heirs for Westlawn Cemetery, Section 1987, Lots 13 & 14 and Alfred and Diane Baines and heirs, Shirley Hill Cemetery, Section 1, Lot 89. There are also revised DRA forms for the Rail Trail Grant.

Selectman Brown made a motion to approve the Consensus folder. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

ASSESSOR'S RECOMMENDATIONS

Town Administrator Desruisseaux said there are Report of Timber Cuts (recommended) for Map 5, Lots 56 and 56-5; Map 3, Lot 64A and Map 1, Lot 36. There are 2015 Tax Year Abatements, both recommended for denial for Map 34, Lot 169 and Map 18, Lot 60

Vice Chairman Lemay made a motion to accept the Assessor's recommendations. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

Town Clerk & Police Chief's request to issue civil forfeiture letters including a \$5 administrative fee per household

Town Administrator Desruisseaux said the Town Clerk and Police Chief request to issue civil forfeiture letters including a \$5 administrative fee per household. Chairman Georgantas said he heard the Town of New Boston doesn't allow a person to register their vehicle if they don't register their pet. Town Administrator Desruisseaux said she's not aware of any statute that allows that.

Selectman Adams made a motion to approve the request. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Recommendation from Historic District Commission and Asst. Town Administrator re: exterior painting and repair at Grasmere Town Hall

Town Administrator Desruisseaux said the recommendation is at tab 7e in your packets. They are recommending Target New England, who has done a lot of work on this project before. The cost of the project is \$52,452.00, which is over budget, but the remainder can be found in other lines because we are having savings, especially in utilities.

Vice Chairman Lemay made a motion to accept the recommendation for exterior painting and repairs to Grasmere Town Hall for \$52,452. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Authorization needed to negotiate heating oil and propane rates

Town Administrator Desruisseaux said we negotiated the gas rates. Now we are negotiating the oil and propane rates.

Selectman Brown made a motion to authorize the Town Administrator to negotiate the oil and propane rates for the Town. Selectman Adams seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

SELECTMEN'S DISCUSSION

Committee Meeting Reports

Ad-Hoc Committee parking near rail trail and GJB (5/24/16)

Selectman Adams said there were a number of people present. He learned there is a purchase and sales agreement with RJM. They are waiting for site plan approval. Selectman Pierce said they informally have a drawing but it's not been formally submitted. When that is done, abutters need to be notified. Selectman Adams said it will provide about 100 parking spaces. There is only about three weeks left to the season so it shouldn't be a problem. Chairman Georgantas said a lot of people think this is a town thing, but we have no control over it. Selectman Pierce asked, after the Planning Board reviews, at what point do the Selectmen deal with the easement. Town Administrator Desruisseaux said it takes 7-8 weeks to get through the process. We have to hold two hearings two weeks apart.

Conservation Commission (5/26/16)

Selectman Adams said they had a presentation regarding the High School drainage issue. We walked the site. They reviewed a proposed subdivision plan on Addison/Kennedy Hill and suggested changes. They talked about the budget. They got an update on the status of the Black Brook open space easement. We looked at the YMCA site plan and the lot line adjustment for

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

the Langley storage facility. We looked at the extension request for the gas station at the town line on the Back Road. We also talked about the Miller's Landing application.

Historic District Commission (5/25/16)

Vice Chairman Lemay said Target New England is scheduled to do a lot of repairs. They are still waiting for quotes for the emergency lighting. New posts and handrail prices have been set. There are issues with the septic system. Town Administrator Desruisseaux said it needs to be updated because it is a cesspool. It is just over \$20,000, if it is just the materials. Because of the grade it needs to be a pressurized system. We got some quotes but she doesn't want to release those numbers at this point. It would probably have to go to CIP. If we did it in house we could probably find the money in the budget from savings we've had. Selectman Adams asked about parking. Town Administrator Desruisseaux said parking hasn't been lost. Vice Chairman Lemay said they talked of the painting bid review and recommended the bid go to Target also.

Economic Development (6/1/16)

Vice Chairman Lemay said they reviewed the Master Plan updates. There are things Derek Horne has to go to SNHPC to get. They asked if the Master Plan could promote some of Pinardville businesses. We talked about EDSAT and how that would go.

CIP (6/2/16)

Selectman Brown said the Library and School were in. The Library was in for a future expansion. The School had vehicle replacement, drainage mitigation projects, multiple generator projects, roof repair projects, multiple cafeteria table replacements, classroom dividers at Mountain View Middle School, a storage building at the High School, a theater infrastructure project at the High School, Honeywell Phase II upgrade and various renovation projects.

Planning Board (5/26/16 & 6/9/16)

Selectman Brown said on May 26 they discussed Map 6, Lot 1-3--the time extension was approved. There was a brief discussion on the self-storage facility. On June 9th they appointed Gail Labrecque to the CIP. Mast Road Storage was back in for phase 2. That was approved. Their office building time extension was approved. Map 6, Lot 18 YMCA was approved with conditions after some discussion. Map 3, Lots 26 and 27, on Kennedy Hill/Addison Road will be coming back. There was a site plan review for Miller's Landing. They did a nice job on the plan. They are going to restart the project from the beginning.

NEW BUSINESS nothing submitted

Chairman Georgantas asked if anything has been heard from Main Street. Town Administrator Desruisseaux said they haven't. She was out last week and will check on it.

OLD BUSINESS

Action Matrix

Chairman Georgantas said we are still working on Grasmere Town Hall. Town Administrator Desruisseaux said the wage and hour is almost done. We may have something for next meeting. We had another situation regarding the 911. Selectman Adams is still working on his items for the Planning Board.

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JUNE 13, 2016

PUBLIC COMMENT—there was no public comment.

6:57 pm Selectman Adams made a motion to enter non-public session per RSA 91-A:3 II (b) hiring and (i) matters related to preparation for and carrying out emergency functions. Selectman Brown seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Adams-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 5-0-0. All in favor. Motion carries.

7:07 pm Selectman Brown made a motion to exit non-public session. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Selectman Brown made a motion to seal the non-public minutes. Selectman Adams seconded the motion. Roll Call Vote: Chairman Georgantas-aye; Vice Chairman Lemay-aye; Selectman Adams-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 5-0-0. All in favor. Motion carries.

Selectman Adams made a motion to accept the DPW Director's recommendation on hiring to fill the vacancies. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

7:10 pm Selectman Brown made a motion to adjourn. Selectman Pierce seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Approved by the Board on 6/27/16 with no corrections.