

GOFFSTOWN BOARD OF SELECTMEN
MEETING OF JULY 25, 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.

6:00 pm CALL TO ORDER BY CHAIRMAN GEORGANTAS

He led the Board and audience in the Pledge of Allegiance.

ACCEPTANCE/CORRECTION OF MINUTES

Selectman Brown made a motion to approve the public and non-public minutes to the Board of Selectmen meetings of July 11, 2016 and July 21, 2016. Selectman Pierce seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

ANNOUNCEMENTS

Chairman Georgantas made a presentation of Proclamation to Annette "Nettie" Rynerson, owner of Uncanoonuc Mountain Perennials. It reads: *"Whereas Annette 'Nettie' Rynerson has, with boundless enthusiasm, joy and creativity, provided the beauty of perennials and other plants for garden visitors and customers to her business called Uncanoonuc Mountain Perennials since 1980; and whereas Annette grew up in the family of gardeners, so her talent is in her roots, which is nurtured by studying horticulture at Cornell University, where she also met her husband, Mark, who lends his landscaping efforts to her blooming endeavors. And, whereas, Annette has designed, planted and grown her own expansive displays on her 2-1/2 acre property showcasing over 900 plants and producing over 80% of what they offer for purchase; and whereas Annette has blended into her colorful floral scenes with colorful description of each plants characteristics and growing environment for the education of plant seekers and visitors alike; whereas Annette has announced that, after 36 years, effective August 14, 2016, Uncanoonuc Perennials will close due to her retirement. So we hereby urge everybody who has enjoyed her gardening delights to send her well wishes. Therefore we, the Board of Selectmen, Town of Goffstown, County of Hillsborough, State of New Hampshire, by virtue of the authority vested in us, do hereby proclaim that the 8th day of August, 2016 be designated as Annette 'Nettie' Rynerson Day throughout the Town of Goffstown, NH and urge all citizenry of Goffstown to recognize that day as such. Given under our hand and seal, the 25th day of July, this year of our Lord 2016, and signed by the Board of Selectmen."*

Town Administrator Sue Desruisseaux thanked Barbara Griffin for sending an email announcing this retirement.

Chairman Georgantas said there is a Commendation letter to Goffstown Police Department, and the Fire Department also got one today, from the Trump Campaign for their amazing service at their events, the most recent being at St. Anselm's College. It states that the professionalism, respect and people skills your department puts forth reflects the high standards put forth by you, your Town, and your employees.

Chairman Georgantas said there is a letter from Selectman Lemay referencing the new I-293 Exits 6 & 7: Open House & Public Officials/Public Information Meeting, August 10th, 6:00 pm at Manchester Community College, Auditorium Room 100. The meeting will consist of an

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Open House format from 6-7 pm followed by a formal presentation beginning at 7 pm. The Open House portion of the meeting will provide attendees an opportunity to view project material and interact with study team members. The presentation will likely include a review of the project purpose, the project history, project schedule, the information that has been collected, and analyses that have been conducted to date, as well as a review of the alternatives. The meeting will not include a discussion on project impacts as that work is still under way. Information relating to the alternatives evaluation/impacts will be presented at a future public informational meeting. The meeting will provide public officials and the public an opportunity to ask questions and provide input.

Selectman Pierce said Exit 6 is the Amoskeag circle, and Exit 7 is to the north of that. It is presently half of an exit and is proposed to be a full exit.

PUBLIC COMMENT @ 6:10 pm—there was no public comment.

Fire Chief Richard O'Brien re: Station 18 Design

Chief O'Brien said since they awarded the bid to Ricci Construction, they've been hard at working with the design and contract, which includes a budget on the design of the new, upgraded Station 18. He addressed some of the features being offered.

The first page of his packet shows the elevation. You have larger bay doors on the addition and newly adjusted bay doors on the existing structure. There are new entrances and a clapboard facade on the existing and new building. It offers additional insulation so they can button up the structure, and makes it more aesthetically pleasing. They are concrete clapboards for maintenance and other reasons. There will be a brick knee-wall to protect that clapboarding, and also for aesthetic reasons. Page 2 shows the site plan, which shows the effects on the existing structure and how the site is laid out. The shaded areas are additions and proposed parking. We show the Skateboard Park there, and it is something we can work with. We can remove the structures at the Skateboard Park in the later parts of the project. The old shed will be removed for additional parking. They also show the location of the generator and propane tank. The traffic would come in from the right side of the building and loop around to the back to exit. If just stopping by for a short visit, someone can park at the front, where there is also handicapped parking and access.

He thanked DPW and Meghan Theriault for helping with the site plan so they know where water, sewer and electrical cut-ins are. This design is dialed in on pretty much exactly where things are. It's helpful to have that. Meghan Theriault indicated putting drainage structures out back would help with drainage downtown. That would be looked at when they do Main Street and that whole area. We didn't have the budget for that type of project. Right now there are no drainage issues back there, but Meghan Theriault thought it would improve the drainage issues that occur downtown.

Selectman Brown asked why DPW is making these plans rather than it being part of the design contract. Chief O'Brien said it is less costly and DPW has easy access to these runs. The interns did 90% of the work. Chairman Georgantas asked what work didn't get done while they were able to do this. Chief O'Brien said he doesn't know. But the work was done in short order.

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Chairman Georgantas asked about the Skateboard Park being removed. Chief O'Brien said if it is within the budget they will get it done. Chairman Georgantas said that was the idea of taking the Skateboard Park down. You were going to do that. Chief O'Brien said they are concerned about what may happen when they take the structures off. They may be able to just patch it. Chairman Georgantas said they (the Fire Department) will make sure it gets done in their budget.

Selectman Pierce said it would also serve as a staging area for much of the construction crew. Chief O'Brien said as soon as they take down the shed in the back they will have property for staging. Selectman Georgantas asked about the lot line for the Skateboard Park. Town Administrator Desruisseaux said they (BOS) may want to be looking at doing some lot line adjustments. Also, before her time, there was some type of agreement with Burnham on that access. We want to make sure this plan is in agreement with that. Was that taken into consideration? There was a land exchange between the Burnham and the Town. Chief O'Brien said this plan doesn't encroach on the access whatsoever. Chief O'Brien said he assumes the land exchange occurred because the boundary marker was in the center of their driveway. Town Administrator Desruisseaux clarified the access to their (Burnham) property won't be changed. Chief O'Brien said it won't. What is reflected here is the change of pavement. We're not taking any of their property. Town Administrator Desruisseaux said we gave them side access and we got some out in the rear of their lot. She can have the Assessor look at it.

Chief O'Brien said there is a chain link fence around the Skateboard Park that is in fair to poor condition. We'll have a conversation with our neighbors. Selectman Adams said the point is now is the time to do any necessary lot consolidations and lot line adjustments and new monumentation to mark the bounds of the Town parcels. Town Administrator Desruisseaux said we also want to check the deed to see if there are different restrictions on different lots. Selectman Brown clarified there are three lots they are looking at in this plan. This should get done and get the boundaries in. Town Administrator Desruisseaux said there is also a part of the Skateboard Park that is owned by the Town. Chief O'Brien said the building itself doesn't encroach on any different properties. It won't stop us from doing the project. When they expand out for the parking is when they would probably have to have that discussion. Selectman Adams said we should get it properly marked so we don't end up putting structures in that we regret. Chief O'Brien said they found the boundaries when they did the boundary check.

Chief O'Brien said on page 3, it gives an idea of what the buildings will entail. He highlighted the existing structure to see the impact. They created a more secure and more accommodating office area. There will be a central entry point. They will have accommodations for a radio console for back up dispatch. The apparatus bay will accommodate 12 foot doors. There will be an elevator for ADA compliance, as well as ADA compliant rest rooms. They will have a turn-out gear room with lockers. It will be ventilated so it doesn't put off odors and fumes to other areas. They will have a washer/dryer and decontamination area. There will be a workroom to work with small tools and repairs. There is also another stairwell to the second floor to accommodate the fire code. The basement won't be touched so there is no detail. It will be used for storage and we will keep the fitness area that is there now. It also has the sprinkler room, the furnace room, and houses the water and utilities that come in.

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Page 4 is the Mezzanine. It is going to be located over the back of the structure. It will provide more storage for equipment and has some utility space. There is also the exhaust removal system. There is a utility closet along with Men's and Women's rooms. There is a training room ample enough to get all personnel in one spot. There is also the kitchen area and living area for those on staff. There are crew rooms for those staying overnight or for those who need quiet time to study. Currently the overnight crews sleep in the basement.

Pages 5 and 6 show a cross section of the structure and new apparatus bay said Chief O'Brien. Vice Chairman Lemay asked about accommodations for staff, as construction goes on. Will they be moved to another station? Chief O'Brien said his goal is to have the station operational at all times during the process. Built into the budget is temporary accommodations—a job trailer—that would be located next to the station. The existing apparatus bay will be relatively untouched so we will have the ability for crews to stay warm in the trailer and jump into the apparatus bay to grab a vehicle. The Fire Inspector and a Deputy Chief will be going to the Mast Road station starting in August. Shortly after that we hope to relocate the rest of the administrative staff here, at Town Hall, in the basement. We won't be too far away but our goal is to keep the station as functional as possible. The biggest things will be transitioning of water and power, as well as a few other things. We are having a discussion on that with the builder tomorrow.

Chairman Georgantas asked about the work the DPW has done on this project. Chief O'Brien said there was the work with Meghan Theriault. They have also done the site evaluation, and they stripped the asphalt as they stripped the asphalt at Kendall Hadley Road. Chairman Georgantas asked if there is anything in the plans or budget to use DPW to offset the cost. Chief O'Brien said he has asked the DPW Director for help in hauling off the old utility shed that is there. Beyond that, their involvement is pending because their schedule is pretty tight. Chairman Georgantas said it was surprising to know their resources were used without anyone knowing about it. Chief O'Brien said it was discussed last year.

Chairman Georgantas said he thinks the boundary issue should be taken care of before they can give it their 100%. Selectman Brown said if we are doing any kind of drainage it should be tied in now. Chief O'Brien said we typically don't have a drainage problem even though we store a lot of snow back there. It was never a concern on his radar when they put the initial budget together. If they had a drainage concern they would have added at least \$100,000 to the budget. If we consider that, perhaps we could tap into some impact fees to absorb the cost of the drainage upgrades.

Selectman Adams said he assumes it will all be graded so it pitches away from the building and back toward the brook. It's all sheet flow. There can be grass filter areas before it gets to the brook. Chief O'Brien said this lot is flat with all sandy soil and gravel, so it drains very nicely. If it is the will of the Board that drainage structures be included perhaps we can discuss what that would cost. Chairman Georgantas said he just wants to know if it something that should be done, or just someone's thought that we could do it. Selectman Adams said if DPW thinks it can be sheet-flowed off that's the way we should do it. We don't have to deal with maintaining closed drainage systems. They are a pain in the neck. He'd rather see it sheet flow over there than run out of a pipe. He'd like to see the property bounds. Town Administrator Desruisseaux

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said this week they would work on reading the deeds to the three parcels. Unless they have different restrictions, we could merge them.

Chief O'Brien stated he provided copies of his Staffing Report to the Town Administrator for the Selectmen. They acknowledged receipt of the study. He indicated if they want a presentation, then he is available on August 8th. Town Administrator stated that he was scheduled for that meeting.

Police Chief Robert Browne - Highway Safety Committee recommendation - Davignon Street Light Request

Chief Browne first thanked the public for their support of the Police Department. In recent weeks there have been horrific events in this profession and mainstream media hasn't been much of a friend. Our community has been a big support with visits, cards, gifts, and food. The men and women of the Police Department appreciate the support. It makes them work that much harder.

Chief Browne said the Highway Safety Committee's recommendation regarding the light on Davignon Street was not to install. Mr. Lamy was invited back again because the last time there was discussion with the Board, there was not a full Board. Some members wanted to go out and take a look at the area. Mr. Lamy provided valid points in that Davignon has lights on every other post up until his section where there are no lights. There were only four houses affected but felt it was a safety concern. The Highway Safety Committee's stance perspective is for safety, light pollution, and a DPW perspective. Based on that, we voted not to recommend due to past practice. Mr. Lamy understood that and then suggested the residents pay for installation of the light if the Town would assume the operational and maintenance costs. It is \$400-\$500 for the install, and then about \$60 per year. The dead end request and reflective tape has been taken care of.

Town Administrator Desruisseaux had asked about a creating a policy. His stance is that one size doesn't fit all when considering something like this. Since then there have been no issues that he's aware of. There were three of four calls for service on Mr. Lamy's side. There have been 12 calls in the last 3 or 4 years on the other side. He can't say there is a demonstrated need for a light at the end of that road.

Vice Chairman Lemay said he walked that area. The street before and after are well lit. This street is pretty dark. Everything mentioned in the report from Officer David Oslin points to the validity for a light. Chairman Georgantas said if they are going to install it, it will only cost us \$60 per year.

Selectman Adams said he doesn't want to be put into the position of determining when we let someone buy a street light. How do we determine one person can do it and another can't? If we as the Board of Selectmen determine there is a need, then we as a community ought to pay for the light, its installation, and operation. Picking and choosing is a dangerous place to go. Chairman Georgantas said he doesn't disagree with that, but it may deter others from arbitrarily asking for one. Selectman Pierce said he thinks this would be just the opposite. Selectman Adams said he thinks this would bring out many requests.

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Richard Lamy passed out two photographs—one a daytime photo and the other a nighttime photo. The light you see on the second photo is a garage light. If he looks down Davignon Street, it's well lit. Vice Chairman Lemay said he feels it's justifiable in looking at the report. There are about 14 items listed, such as burglaries, criminal mischief, trespassing, etc., which reinforces the fact that the light should be there. Chief Browne said that list is for all of Davignon Street, and they are for types of calls officers have either been called to respond to or assisted in an investigation on. For us to go and have actual offense reports for Mr. Lamy's section, there were only about 3 or 4. The lights are on where the majority of calls would have occurred. Where there's not a light there is less.

Selectman Adams asked if the schematic shows it is 241 feet from the stop line to the last house on the street. Chief O'Brien said that is correct. Selectman Adams asked about where the street lights are on. Richard Lamy said those on the other side of the intersection are on. We live on a dead end. There is a terrible cliff at the end. The hole down there is drainage for the Town. It has access to Rail to Trails. There was a break in and the Police chased them there. He is the only man who lives on Davignon. The other houses are single women with kids. When things happen, people get terrified. It's not a big expense. We discussed when a street light is needed. What is the purpose of shining the light? No one can answer the question. If the purpose is safety, we deserve it. If not, get rid of all the others in town. Our tax dollars are worth as much as everyone else's. Chairman Georgantas said we have a committee that determines where the street lights, stop signs, speed limit signs, etc., go. Then it's up to the Board of Selectmen to determine if a mistake has been made. When he goes through the list of items of calls for service from January 2014 to May 2016 there are maybe 10 calls a street light might have helped. The other items might have happened without a light.

Selectman Brown said the day the Highway Safety Committee met, they didn't have all this information before them. This puts a different light on the subject. Chief Browne said a huge concern in that area is a theft of vehicles. We had a huge spike in the Pinarville area.

Vice Chairman Lemay made a motion to approve the street light request and to have the DPW Director determine which pole it should be installed on. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Selectman Adams noted that the vote was based on the information provided by the Police Department—data that justifies, rather than persuasive arguments that it's nice to have a light. Chief Browne said our perspective is just our perspective. No offense is taken if a decision is made otherwise.

Chief Browne said National Night Out is August 2nd from 5-8 pm at Shaw's Plaza. The activities include laser tag, adult and children tricycle races, a bounce house, fire trucks, etc. There will be free food. Goffstown Rotary will be cooking free hot dogs. Prizes will be awarded.

Vice Chairman Lemay said they were called to Glen Lake Beach for an open fire. The signs don't coincide with the current town ordinance. Who addresses that? The time on the sign was not right. Town Administrator Desruisseaux said not all signs are addressed in the ordinances. Chief Browne said they are expensive and maybe they can do a retro fit.

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PUBLIC HEARING - VEHICLE AND TRAFFIC ORDINANCES

Chairman Georgantas read the notice of the public hearing: “In compliance with RSA 41:14-b the Selectmen announce Public Hearings on 7/25/16 and 8/8/16 at 7:00 PM at Town Hall, 16 Main St., Goffstown NH to accept public input on the proposed codification of Vehicle and Traffic ordinances. This codification includes clarifying, amending, rescinding, and adopting new ordinances related to vehicles and traffic. A draft of this codification can be found online at www.goffstown.com or in the Town Clerk’s Office. A vote is scheduled on this ordinance on 8/22/16. Any person with a disability who needs a reasonable accommodation, please call the Town Hall (497-8990 ext. 100) at least 72 hours in advance for arrangements.”

Chairman Georgantas opened the public hearing at 7:00 pm. There were no members of the public present to provide comment. Town Administrator Desruisseaux said the two new ordinances are the temporary no parking authority given to the Police Chief as needed, and a three-way stop sign at the intersection of East Dunbarton and Black Brook Roads.

Selectman Adams said when they talked about Glen Lake the last time, we talked about the Glen Lake Ordinance and he knows it is in there. However, there is no parking posted on Elm Street from the western end of Big Jane’s Lane all the way to Upton Street. There is no parking on both sides of the street and has been that way since 2001. Signs are there but he doesn’t see it in the ordinances. Town Administrator Desruisseaux said they can add that.

Chairman Georgantas closed the public hearing at 7:05 pm.

TOWN ADMINISTRATOR’S REPORT

Selectmen Meeting Schedule

Town Administrator Desruisseaux said the Planning Board meets on Thursday, July 28th at 7 pm. Selectman Pierce said he would attend. Town Administrator Desruisseaux said the EDC meets on Wednesday, August 3rd at 6:30 pm. Vice Chairman Lemay said he will be on vacation. Chairman Georgantas said he would attend.

Consensus Folder

Town Administrator Desruisseaux said they have an employee status report for a part time solid waste attendant. They have an event permit for the Foundation for Education Insight running road race on Sunday, August 7th, at 10 am. They have a discharge of lien for Map 37, Lot 17A. They have the on-call surveying contracts with KNA and Doucet, and to authorize DPW Director to sign the contracts.

Selectman Adams made a motion to approve the Consensus folder, and to authorize the DPW Director to sign the on-call surveying contracts with KNA and Doucet. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Correspondence

Town Administrator Desruisseaux said there is a letter from resident requesting credit card use at Town Hall. We are looking into that. We’ve had that discussion before.

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Appointment of Alternate to Parks & Recreation Commission

Town Administrator Desruisseaux said the Parks & Recreation Commission is recommending the appointment of Alexandria Hill as an alternate to the Parks & Recreation Commission.

Selectman Adams made a motion to appoint Alexandria Hill as an alternate to the Parks & Recreation Commission. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Authorization to Request an Extension for MS1 submission from Sept. 1, 2016 to Sept. 15, 2016

Town Administrator Desruisseaux said Assessor Scott Bartlett requests authorization to request a MS1 extension from 9/1/16 to 9/15/16 due to this year having a valuation update. It will not delay the setting of the tax rate.

Selectman Pierce made a motion to authorize the request to request a MS1 extension from Sept. 1, 2016 to Sept. 15, 2016. Vice Chairman Lemay seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Town Hall Foundation Update

Town Administrator Desruisseaux said we expect the geotechnical report by the Board's next meeting. The corings appear to show good soils. However, the drilling in the corner basement floor revealed a 3" gap under the floor. The contractor would like to see what is under the footings so they are going to hire a mini excavator to dig up the outside rear corner of the building to determine any gap under the footings.

Request for Authorization for Out-of-Town Overnight Travel

Town Administrator Desruisseaux said Police Chief Browne requests authorization for his executive secretary to attend the Police Chief's Secretaries Annual Conference in North Conway in October. This has been budgeted.

Vice Chairman Lemay made a motion to authorize the out-of-town overnight travel as requested. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Recommendation of On-Call Engineering Firms

Town Administrator Desruisseaux said there is a recommendation from DPW Director Jacobs regarding the on-call engineering firms. He would like authorization to negotiate contracts with CLD Consulting Engineers, McFarland Johnson, and Stantec Consulting Services. Selectman Adams said they are three good firms.

Selectman Adams made a motion to accept the recommendations of DPW Director Jacobs regarding the on-call engineering firms and to authorize DPW Director to negotiate contracts. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

SELECTMEN'S DISCUSSION

Committee Meeting Reports:

EDC—meeting of July 13, 2016

Vice Chairman Lemay said they continued to review the Master Plan. They are making some changes and hopefully the draft will be ready for review shortly. They are working on

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implementation of the EDSAT recommendations including the process/flowchart checklist and an economic development strategy.

Planning Board—meeting of July 14, 2016

Selectman Pierce said the applicant for Miller's Landing requested a continuance. Goffstown Junior Baseball has a plan for their new parking lot. They requested a continuance also. Most of the evening was spent discussing Map 20, Lot 16 which is 443 Mast Road where the Century 21 Real Estate Agency is. The action is to convert the barn into an automobile repair shop. That ended with issues regarding landscaping and an outside vehicle lift. The Planning Board application was continued to July 28th. Vice Chairman Lemay said a lift could be seen inside the barn. Will there be two lifts or just one? Selectman Pierce said the action is for a single bay repair shop inside the barn. The lift presently outside is for the enjoyment of the property owner for his personal vehicle and not to be connected to the commercial purposes of the garage.

Library Trustees—meeting of July 20, 2016 – No report

Parks & Recreation—meeting of July 20, 2016

Selectman Adams said they had a short meeting and then visited the Parks & Recreation facilities. They went to Roy Park where there are a lot of good improvements to the swimming pool, outside play areas, and landscaping. They also went to Barnard Park. It was a good tour.

NEW BUSINESS—nothing new was submitted

OLD BUSINESS

Action Matrix

Town Administrator Desruisseaux said she didn't include that this week because there have been no changes. The painting of Grasmere Town Hall is ongoing and looking good. Selectman Pierce suggested an item for the Action Matrix would be the land on Mill Street that the Board of Selectmen took off of the auction block, as it leads down to the river bank. We should make a decision how to handle that going into the future.

7:15 pm Selectman Adams made a motion to enter non-public session per RSA 91-A:3 II (e) legal claims pending, (a) compensation and (c) adversely affects reputation. Vice Chairman Lemay 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.

7:50 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.

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 Chairman Lemay-aye; Selectman Adams-aye; Selectman Brown-aye; Selectman Pierce-aye. VOTE: 5-0-0. All in favor. Motion carries.

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Selectman Adams made a motion to accept the MRI Wage & Classification study as completed fulfilling their contractual obligations. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

7:54 pm Selectman Adams made a motion to adjourn. Selectman Brown seconded the motion. VOTE: 5-0-0. All in favor. Motion carries.

Respectfully submitted,

Gail Labrecque
Recording Secretary

Approved by the Board on 8/8/16 with no corrections.