

**THIS IS AN UNOFFICIAL SUMMARY OF THE BOARD OF SELECTMEN MEETING.  
PLEASE NOTE THE MINUTES ARE THE OFFICIAL RECORD OF THE MEETING.**

**Summary of the July 11, 2016 Selectmen Meeting**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

1. **Acceptance/Correction of minutes:** *Vice Chairman Lemay moved, Sel. Adams seconded to accept the 6/27/16 public and non-public minutes. Passed: 3-0-1.* Chairman Georgantas abstained as he was absent from that meeting.
2. **Announcements:**
  - a. State Election Law Training is scheduled for Saturday Aug. 27, 2016 at Goffstown High School for Moderators, Town Clerks, Supervisors of Checklist, Ballot Clerks and Selectmen
  - b. Thank you to the majority of residents for observing the Fireworks Ordinance during the week of the 4<sup>th</sup> of July. There was one fire in a yard which included a car which was related to fireworks. There were eight calls for Police related to fireworks. Two of the calls were regarding fireworks during the allowed times, so they were informed about the new ordinance. Six calls were regarding fireworks after 10:00 p.m.
  - c. Traffic Alert – Worthley Hill Road reclamation project starts Tuesday, July 12, 2016.
3. **Public Comment: None**
4. **Fire Chief Richard O'Brien re: Authorization to apply for Citizen Corps Grant for CERT**

Fire Chief O'Brien requested authorization to apply for a grant of \$4,500 to provide a stipend of \$1,000 to the CERT Director and for outreach manuals, training and equipment for CERT. Application deadline is this week.

***Sel. Adams moved, Vice Chairman Lemay seconded to authorize the Fire Chief to apply for a \$4,500 Citizen Corps Grant for the CERT Program. Passed: 4-0-0.***
5. **Parks & Recreation Director Rick Wilhelmi re: Rec Desk Software**

Parks & Recreation Director Wilhelmi informed the Board that the Commissioners want to pursue the purchase of Rec Desk software to automate the programs and payments this year. They are prepared to pay the costs out of the Revolving Fund this year, pay half of the recurring costs in 2017 from the Revolving Fund and budget fully for it in 2018 Operating Budget. Town Administrator informed the Board that the Town now has cyber liability insurance. If the Town enters into credit card payments, then it should be through a third party vendor. Our insurance carrier has offered to review the agreement/contract with a third party vendor to assure it does not violate the terms of our cyber insurance coverage. Also, IT needs to determine the need and cost to pass quarterly PCI audits. If the Town is manually accepting credit cards, then policies need to be developed regarding the handling. Rick stated they are not looking to manually accept credit cards at this time, they only want to do this online. This is a courtesy visit for transparency reasons as it will impact future operating budgets. The Commissioners are the agents of the Revolving Fund.
6. **Town Administrator's Report**
  - a. Selectmen Meeting Schedule

Weds. 7/13/16	6:30 pm	EDC	Room 106	Sel. Lemay
Thurs. 7/14/16	7:00 pm	Planning Board	Room 106	Sel. Pierce
Tues. 7/19/16	6:00 pm	Sewer Commission	Room 106	Sel. Adams
Weds. 7/20/16	6:30 pm	Library Trustees	Public Library	
Weds. 7/20/16	7:00 pm	Parks & Rec Comm.	P&R Center	Sel. Pierce
Thurs. 7/21/16	5:00 pm	BOS Non-Public	Room 106	ALL
  - b. Consensus Folder
    - Employee Status Reports: P&R Seasonal Subs - Playground and Lifeguard
    - Event Permit: Grizzlies Gridiron Club – Car Wash Fundraiser - July 23, 10 am to 1 pm - St. Lawrence Church
    - Proclamation

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*Sel. Brown moved, Vice Chairman Lemay seconded to accept the Consensus Folder.*

*Passed: 4-0-0.*

c. Assessor's Recommendations

Intents to Cut (recommended): Map 1, Lot 61; Map 2, Lots 29 & 32 and Map 5, Lots 102B & 56

*Vice Chairman Lemay moved, Sel. Brown seconded to accept the Assessor's recommendations. Passed: 4-0-0.*

d. Propane, Heating Oil, Gasoline and Diesel Rates

- Propane rates are down from \$1.999 per gallon for the 2015-2016 heating season to \$1.129 for the 2016-2017 heating season. Town contract is for 14,000 gallons.
- Heating Oil rates are down from \$2.249 per gallon for the 2015-2016 heating season to \$1.845 for the 2016-2017 heating season. Town contract is for 5,500 gallons.
- Gasoline rates are down from \$2.199 per gallon to \$1.785 per gallon. Town contracted is for 30,000 gallons.
- Diesel rates are down from \$2.379 per gallon to \$1.98 per gallon. Town contracted for 85,000 gallons.

e. Codification & Amendment of "Vehicle & Traffic" Ordinances

Enclosed in the BOS packets at Tab 6e was a draft of a codification of Goffstown's "Vehicle & Traffic Ordinances" as well as some recommendations to rescind obsolete ordinances, clarify ordinances, and add new ones. Following review by the Board, Town Administrator requested authorization to proceed to Public Hearings on July 25<sup>th</sup> and August 8<sup>th</sup> with a vote scheduled on August 22<sup>nd</sup>.

Town Administrator proceeded through each section of the draft. The Board concurred on clarification of locations throughout the ordinances to replace residents' names or out-dated references with addresses.

**No Parking** – Board concurred to rescind the following no parking ordinances:

- Stacey Lane, Shirley Ave., Shirley Park Ave., and Worthley Hill Road – covered by no parking ordinance within ½ mile of the Goffstown High School.
- Rundlett Hill Road – road was discontinued by act of 1982 Town Meeting; and
- Smith Road cul-de-sac – cul-de-sac no longer exists.

**Reserved Parking** – Board concurred to rescind the reserved parking ordinance:

- Church St. near Stark Hall – Nutrition Program is no longer offered at that location.

**Temporary No Parking** – Board concurred with recommendation of Highway Safety Committee to proceed to Public Hearing to authorize the Police Chief or designee to post temporary no parking.

**Stop Signs** – Board concurred to rescind the following stop signs:

- Goffstown Plaza at Mast Road – now signalized.
- Nurses Swimming Hole at Henry Bridge Rd. – on private property.
- Henry Bridge Road at Center St. (North) – now a roundabout.
- Henry Bridge Road at Center Street (South) – now a roundabout.
- Joffre Street at Mast Road – now signalized.
- Kimball St. at St, Anselm Drive – on private property.
- Mill Road at Henry Bridge Road – on private property.

**Stop Signs** – Board concurred with adding three way stop sign:

- Black Brook Road and East Dunbarton Road.

**Traffic Control Signals** – Board concurred to add:

- Mast Rd. at Joffre Street (near Rite Aid).

**Traffic Control Signals** – Board concurred to rescind:

- St. Anselm Drive/Rt. NH 114 North – State owned.
- Rt. NH 114 North/Rt. NH 114 South – State owned.

**One Way Streets** – Board concurred to:

- Change the road name in the ordinance from the former Parker Street to Reed Street.
- Add Laurier Street, Direction of Travel is North, from Pinard to Roosevelt.

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**Turns Prohibited** – Board concurred to add that these should have been on the list:

- West Union St. – No left turn from West Union onto Main St.
- Davignon St. – No Left turn from Davignon St. onto Pinard St.
- Shirley Park Road – No left turn from Shirley Park Road onto South Mast St. (due to roundabout)

**Trucking Prohibited** – Board requests information related to the law regarding a road which extends into another town and it is not posted in the other town. Current list includes:

**No Thru Traffic** – Board concurred with current list.

**Speed Limits** – Board concurred with current list.

**School Zones** – Board concurred with current list.

**Sel. Adams moved, Sel. Brown seconded to proceed with public hearings conditioned on answering legal question related to prohibit trucking on roads leading into other towns. Passed: 5-0-0.**

**7. Selectmen Discussion**

- a. Committee Meeting Reports: Highway Safety Committee (6/15); Library Trustees (6/15); Parks & Rec (6/15); CIP (6/16); Sewer Commission (6/21); Historic District Commission (6/22); Conservation Commission (6/22); Planning Board (6/23/16); CIP (6/30/16 and 7/7/16) (See minutes)
- b. New Business: nothing submitted
- c. Old Business: Action Matrix

**8. Public Comment: None**

**9. Public Works Director Adam Jacobs**

- a. Proposed Street Excavation Rules revision  
Director Jacobs proceeded through the 8 changes outlined in his memo. The major change was returning to the time standard rather than a PCI standard for road moratoriums. He recommended 5 years for rebuilt roads, 3 years for structural overlays and 12 months for non-structural shims. Also, for moratorium restorations he recommended the overlay length of 50' and increased milling from 15' tapers to full width milling which should provide an improved patch.  
**Vice Chairman Lemay moved, Sel. Brown seconded to approve the revised Street Excavation Rules. Passed: 5-0-0.**

- b. Recommendation on recycling and trash disposal contracts

Director Jacobs negotiated with the two largest vendors: Waste Management and Casella.

ITEM	WM	CASELLA
MSW Tipping Fees	\$60/ton (Rochester)	\$52.15/ton (Bethlehem)
MSW Terms	5 years (+\$1.50/ton/yr)	10 years (+2%/yr)
Single Stream Rates =Proc. Fee – mkt. value	\$4.77/ton (Billerica, MA)	\$1.27/ton (Charlestown, MA)
Single Stream Terms	5 years (hold fee for 3 yrs. Two 1-year options)	3 years (1 yr. plus two 1-year options, 2%)

As requested by the Board, he explored the cost of the vendor hauling solid waste and recycling but it would cost between \$7.50-\$11.50 per ton more than our current cost of in-house hauling. He recommends award to Casella, and requested authorization to sign the multi-year contract which will have a non-appropriation clause. **Sel. Adams moved, Sel. Brown seconded to authorize Public Works Director Adam Jacobs to enter into a multi-year contract with a non-appropriation clause with Casella. Passed: 5-0-0.**

- c. Recommendation for on-call surveying agreements

Director Jacobs reported they went out for RFQ for on call surveying and engineering. They received 9 responses for surveying. They rated the submissions, and request the Board's authorization to contract with Keach Nordstrum and Doucet Survey for on call surveying.

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*Sel. Brown moved, Sel. Adams seconded to authorize the Director to negotiate a 3 year contract at an hourly rate for on-call surveying to the two firms recommended. Passed: 5-0-0.*

Director Jacobs stated they scheduled interviews with 5 engineering firms next week. He asked if the Board would like to have a representative present during the interviews. Sel. Adams volunteered, and will see if his schedule will allow the scheduled times. If not, then Sel. Pierce may be available.

*7:30 pm Sel. Brown moved, Vice Chairman Lemay seconded to enter non-public session under RSA 91-A:3 II (a) hiring and (d) real property. Roll call vote passed: 5-0-0.*

*7:50 pm Vice Chairman Lemay moved, Sel. Brown seconded to exit non-public session. Passed: 5-0-0.*

*Vice Chairman Lemay moved, Sel. Brown seconded seal the non-public minutes. Roll call vote passed: 5-0-0.*

*Sel. Adams moved, Sel. Brown seconded to authorize a conditional offer of employment to fill the part-time transfer station attendant position. Passed: 5-0-0.*

*7:52 pm Vice Chairman Lemay moved, Sel. Brown seconded to adjourn. Passed: 5-0-0.*