

**Board of Selectmen's Meeting Minutes**      **DRAFT**  
**Monday June 25, 2012**  
**6:30 pm Town Hall**

*The meeting was called to order at 6:30pm followed by the Pledge of Allegiance.*

**Present** - Chairman Jack O'Reilly, Selectmen Jan Stuart and Rick Stern, Gail Pare, and Leila Richardson.

**Minute Approval** – *S. Stuart made a motion to approve the minutes for June 4th. S. Stern seconded the motion. Approved 3 – 0.*

**Air Show** – *S. Stuart made a motion to approve the use of Nimble Hill Road for traffic exiting the air show at Pease. S. Stern seconded. Approved 3 - 0.*

Len Thomas will be reminded to wrap the gate, so it will not bang.

**Police Department Cleaning** – The Police Department has requested that a cleaning service be hired to come in occasionally, as Rick St. Laurent is too frequently sidetracked with other projects that come up to properly attend to those cleaning duties.

S. Stuart feels that Rick should create a schedule for his regular maintenance duties, allotting some time for unexpected projects, but to then turn away those he does not have time for.

All felt that this would be the appropriate course of action, and that Rick should try a schedule for a month or so, and then he and the Selectmen would evaluate how it is working.

The Selectmen also feel that in those cases where Rick performs setup for non-town functions, he should be paid separately.

**EMP Grant** – This is a grant to assist in the purchase of ipads. S. Stern mentioned that these ipads will be locked from personal use.

This is a 50/50 matching grant. \$1000 will be out of the Fire Department budget, and the remainder is in kind. Grant requires 3 signatures, and notarization.

*S. Stern made a motion to approve the EMP Grant, for the purchase of ipads, in the amount of \$2906, seconded by S. Stuart. Approved 3 - 0.*

**Ford Explorer** – There were two sealed bid for the Ford Explorer, one of which came in under the minimum.

*S. Stern made a motion to accept the highest bid, from Heavy Truck Sales of New England, in the amount of \$1811. S. Stuart seconded. Approved 3 - 0.*

**Mainly Grass** – S. Stern feels that the lawn at the town hall should be fertilized.

*S. Stern made a motion to have Mainly Grass fertilize and perform weed control for \$195. S. Stuart seconded. Approved 3 - 0.*

S. Stern will discuss this further with John Stowell.

**Ted Connors** – *S. Stuart made a motion to approve Ted Connors for the Zoning Board of Adjustments. S. Stern seconded. Approved 3 - 0.*

**Urban Tree Service** – *S. Stuart made a motion to accept the proposal from Urban Tree Service for removal of the tree at the Old Parsonage, not to exceed \$975. S. Stern seconded. Approved 3 - 0.*

One of Larry Haas' employees would like to have the bottom part of the tree. The Selectmen are fine with this, as long as it does not hold things up.

**Wyman Construction** – *S. Stuart made a motion to accept the bid from Wyman Construction, not to exceed \$6,875, for a roof over the fuel tanks at the Town Garage, seconded by S. Stern. Approved 3 - 0.*

S. Stern suggested the possibility of installing a skylight, and will discuss this with John Stowell.

This roof should match, as closely as possible, the rest of the Town Garage roof.

The purchase order in the amount of \$6,875 was changed to \$4,000, to start the work. A second purchase order will cover the rest.

**Stone School** – The slate roof on the Stone School is in need of repair. However, upon inspection, it does appear that the vent on the roof is functional, and should be spruced up, but left in place. These repairs will fall under Building Maintenance.

The Selectmen will hold off on signing the PO for this work, until they have a better understanding of how many shingles are in need of replacement. They would also like to ensure that the new shingles will be as closely matched as possible to the present ones, particularly since some of the repairs will be on the front of the building.

Gail Pare mentioned that she would like John Stowell to see the Austin report on the Stone School.

**SB 389** – SB389 was signed into law on June 5<sup>th</sup>, and will take effect 60 days from that date.

**Recreation Committee** – Regarding the work being done at the tennis courts, the town will do the tree trimming, and the Recreation Committee will be responsible for the rest of the work.

The Selectmen would like to follow up with the Recreation Committee regarding the small building by the pond near Gundalow Landing, to find out if they would like to use the building. Otherwise, perhaps someone else might use it. There was some question of ownership of the building, however.

**Bucket Truck** – There have been no offers on the bucket truck. It will be sent to RBG Inc. on consignment for 60 days. The Selectmen would like it to sell for \$15,000.

**Computers** – Portsmouth Computers has done an evaluation, and provided a price list of option plans for virus protection. The Selectmen will go over this list, before deciding a course of action. The cost of repair to Bea's computer was \$175, which included a discount.

S. Stern is concerned that there is likely no virus protection on the Town's computers, as Bea's computer had none, and did contain 12 viruses. Portsmouth Computer did install virus protection on her computer alone, when it was in for repair.

There is a firewall on the server, through Sonicwall, and this company does also offer virus protection at \$265 for a maintenance program. S. Stern also mentioned that our Sonicwall is not under warranty.

Currently the Town Hall does not have a wireless connection. There are routers, but they are not connected. S. Stern has recommended that we have two wireless connections, public and private.

S. Stern has researched server replacement. We have \$5,500 currently in the budget for a new server, which should be purchased approximately every 5 – 6 years. The Town's server is now 5 years old, and it may be best to replace it now, rather than wait for it to break down.

S. Stern also mentioned that we should probably do a full restore with the backup tapes, to ensure that they are working properly.

Portsmouth Computer asked whether there was virus protection currently in the server. The Selectmen will check with Dennis "Narcs", who set up the server.

**Little Bay Extension** – There is a resident at Little Bay Extension who would like some large rocks put down, to prevent the snow plow from pushing the snow too far, and damaging the grass. The Selectmen feel that this is not possible, because there is nowhere else for the snow to be pushed, and this is Town property.

**Fox Point Road** - There is a resident putting material, such as straw, as some type of barrier. However, it is too close to the road, right up to the white line. Chr. O'Reilly will discuss this with the Code Enforcement Officer.

**CLG** – Gail Pare said that there is the possibility of this grant being doubled, and having phases 2 and 3 done at once. She was seeking approval from the board, so that when the paperwork comes in, it can be signed and the archeologist can start immediately.

***S. Stuart made a motion that Chr. O'Reilly will sign the CLG contract when it comes in, seconded by S. Stern. Approved 3 – 0.***

**Facility Use** –

School Supporters (Gail Klanchesser)      Town Grove/OTH      BBQ      August 29, 2012

***S. Stuart moved to approve the School Supporters facility request, fees waived. S. Stern seconded. Approved 3 - 0.***

***S. Stuart moved to approve the extension of the Red Cross use of the Town Hall Auditorium, to include Friday, June 29<sup>th</sup>, 2012, seconded by S. Stern. Approved 3 – 0.***

The Selectmen have tabled the NH Bridge Association's request to use the Town Hall Auditorium November 3<sup>rd</sup> and 4<sup>th</sup>, until they assess whether this will interfere with the time required election setup for the following Tuesday.

***At 8:03pm, the meeting was adjourned on a motion from S. Stuart, seconded by S. Stern. Passed 3 -0.***

Respectfully Submitted, Leila Richardson