

Board of Selectmen's Meeting Minutes
Monday July 9, 2012
6:30 pm Town Hall

DRAFT

Chairman O'Reilly called the meeting to order at 6:30pm.

Present - Chairman Jack O'Reilly, Selectmen Jan Stuart and Rick Stern, Glen Walker, Wil Corcoran and Leila Richardson.

Chr. O'Reilly moved to go into non-public under RSA 91-A:3, II (j). Seconded by S. Stuart. Motion passed on a roll call vote 3 – 0.

S. Stuart made a motion to come out of non-public at 7:10, and to seal the minutes of the non-public session. S. Stern Seconded. Motion passed 3 – 0 on a roll call vote.

No votes taken.

Present – Chairman Jack O'Reilly, Selectmen Jan Stuart and Rick Stern, Bob Dell Isola, Brian Haberstroh, Chris Bellmare, Keith Frizzell and Leila Richardson.

South Newington Playground – A resident has expressed concern to both the Recreation Committee and the Board of Selectmen that the new swings in South Newington are not yet installed. The Recreation Committee has addressed the issue with the resident, and was present at this meeting in order to clarify the situation with the Selectmen.

The specific cause of concern with the resident is that the swing set frame has been installed for some time, yet it is still unusable and not equipped with swings. However, she is also concerned with the length of time that the project has been taking in general. The resident would also like to know how many children live in South Newington.

The Recreation Committee explained the situation as follows:

No differentiation is, nor should be made, between "Newington" and "South Newington". It is our responsibility to serve all residents. Current equipment in South Newington is well used, and there has been demand for additional playground equipment for some time.

There are a number of factors involved, which make the playground construction and swing installation process take longer than it might appear that it should.

- 1) The property needed to be reviewed by the Conservation Commission, due to possible wetlands issues.
- 2) The project is done in stages. The Recreation Committee obtains quotes for work to be done at each stage. These quotes are good for 30 days each. Therefore, it is not possible to accurately obtain all of the necessary quotes far in advance of each stage of the project.
- 3) All work done is utilizing the Recreation Committee's budget, approved at Town Meeting, to be spent at their discretion. They do wish to maximize the use of these funds, by obtaining the best prices possible. Some of the quotes that have been received have not met with the committee's approval.
- 4) Currently, the Recreation Committee is seeking a reasonable price for pea stone as a ground cover. This is an approved ground cover for this type of playground, which is important for passing inspection. Pea stone has been chosen over wood chips, due to drainage issues. The committee feels that the quotes they are getting are too high. They also feel that they are being passed over by some companies, who feel that this project is too small. The area is approximately 33' x 40'. The Recreation Committee plans to discuss this issue at their next

meeting, and reassess whether they should accept a higher quote than what they originally budgeted for this portion of the project. The Selectmen mentioned a Newington resident that may be interested in doing this type of project. The Recreation Committee will contact him.

- 5) Capital Reserve funds cannot be used for this project, as they are solely to be used for maintenance of already existing structures.
- 6) The swing set frame was installed in advance of obtaining the ground cover, due to the fact that it needed to be securely anchored in cement, which required significant digging. The swings need to be sturdy enough to bear the weight of many children, and even large adults.
- 7) The Recreation Committee does hope to have the swings up by August. However, given that there is only one playground inspector for New England, the date that they are put up may be pushed out, depending on when they can get on the inspection schedule.

The Recreation Committee stressed that any interested residents are welcome to come to their meetings.

Note: S. Stern had stepped out of the meeting at approximately 7:20, returning at approximately 7:45.

Minute Approval – *S. Stuart made a motion to approve the minutes for July 2nd. S. Chr. O'Reilly seconded the motion. Approved 2 – 0.*

Manifest Approval – *S. Stuart made a motion to approve the manifests of June 26 in the amount of \$221,657.13 and July 3 in the amount of \$44,571.00. Chr. O'Reilly seconded the motion. Approved 2 – 0.*

Stone School – *S. Stuart made a motion to accept the purchase order for repair of the roof shingles on the Stone School, not to exceed \$4,000. Chr. O'Reilly seconded. Passed 2 – 0.*

Clicker Request – *S. Stuart made a motion to approve the request for two clickers for Patty and Scott Borkland. Chr. O'Reilly seconded. Approved 2 – 0.*

Updates from Len Thomas – New “No Jake Brake” signs have been received, and will be posted on Shattuck Way. He will use screws having snap off tops, in order to discourage theft of the new signs.

Len has wrapped the post on the Arboretum Drive gate. However, the Selectmen have noted that it still slams.

PDA – *S. Stuart made a motion to deny the PDA's request to cut trees by the Cemetery. S. Stern seconded. Denied 3 – 0.*

Library – The Town Treasurer noticed that Library purchase orders contain multiple separate invoices, which have already been paid in advance by the Library Trustees. This issue was discussed with the Library bookkeeper, who acknowledged that this was not the appropriate procedure.

The Library bookkeeper agreed to submit purchase orders individually, until the first of the year, at which point a policy will be put together for switching to a method of advance payment to the Library.

Tyler Tech – *S. Stuart made a motion to table the Tyler Tech purchase order, until clarification of its purpose. This motion was seconded by S. Stern. Approved 3 – 0.*

Computers – S. Stern has been in discussion with Portsmouth Computer Group, regarding our security options. He has also obtained pricing for a new server, wireless routers/connection, and network infrastructure to organize the jumble of wires in the safe. His main points were as follows:

- 1) Our current firewall has no maintenance plan. We are not currently proactive in preventing problems.

- 2) We could obtain a firewall maintenance plan for \$265, which would include replacement of the box, should it fail.
- 3) We could purchase a new Cisco firewall for \$595, \$200 to install, with a \$150 per month maintenance plan.
- 4) We may want to consider replacing the server, as it is reaching the end of a typical server life. The money is in the budget for this, but there is also an installation cost of approximately \$1800 - \$2000. The software would also need to be upgraded. The total cost of this project would be approximately \$7000.
- 5) We have spent \$30,000 over the past five years, utilizing our current repair technician.
- 6) When we switched to Fios, the wireless was not reconfigured.
- 7) Two routers would be needed for wireless, due to the brick wall in the building. The price for a router is \$185 each, \$100 for setup.
- 8) S. Stern recommends installation of a network infrastructure to organize the wires in the safe. There are a lot of wires, no one knows what each is, and some may not even be connected. This will facilitate any future network work.
- 9) There is an option for \$200 per month for 24/7 server monitoring, which would include updates as needed. This would be \$500 to set up.
- 10) \$600 per month would include full maintenance on all computers. However, this would not cover repair costs.
- 11) \$16/month would purchase a virus protection program on all computers.

S. Stuart made a motion a purchase order not to exceed \$2,000 to Portsmouth Computer Group, for installation of network infrastructure and setup of two wireless routers. This motion was seconded by S. Stern. Approved 3 – 0.

At 8:50 pm, the meeting was adjourned on a motion from S. Stuart, seconded by S. Stern. Passed 3 -0.

Respectfully Submitted, Leila Richardson