

**APPROVED**  
**TOWN OF PELHAM**  
**BOARD OF SELECTMEN MEETING**  
**MINUTES**  
June 25, 2013  
APPROVED – July 9, 2013

CALL TO ORDER – approximately 6:30pm

**PRESENT:** Mr. Edmund Gleason, Mr. William McDevitt, Mr. Hal Lynde, Mr. Doug Viger,  
Mr. Robert Haverty, Town Administrator Tom Gaydos

**ABSENT:** None

**PLEDGE OF ALLEGIANCE**

**MINUTES REVIEW:**

**June 11, 2013**

**MOTION:** (McDevitt/Viger) To approve the June 11, 2013 public meeting minutes as amended.

**VOTE:** (5-0-0) The motion carried.

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**June 11, 2013 (non-public minutes)** – Mr. Gleason indicated that the Board members had reviewed the minutes and they were approved.

**ANNOUNCEMENT(S):**

- In accordance with the passing of Warrant Article 12 at the 2013 Town Meeting (March 12, 2013) the Town is accepting sealed bids on two (2) separate lots of Town-Owned Land: Lot 1 located at 50 Jericho Road (Map 42 Lot 10-211, Lot 2 located at 8 Little Island Park (Map 224 Lot 11-380 – Minimum bid is \$10.00 / All offers are to be submitted as separately sealed bids for each lot to the Selectmen's Office, Attention specifically to the lot being bid on. Bids are due by July 12, 2013 4PM EST. Bids will be opened July 12, 2013 at 4:15PM EST and awarded at the Board of Selectmen meeting July 23, 2013. Details on the RFP Webpage on Pelhamweb.com as well as in the June 22, 2013 editions of the Lowell Sun and Eagle Tribune Newspapers

**OPEN FORUM:**

Mr. Gerard Jutras, 35 Willow Street and Ms. Karen LaRosa (Mr. Jutras' daughter) also residing at the same address came forward to address concerns on Willow Street. Mr. Jutras requested that the Town consider installing a guard rail in front of his house. He stated there had been over fifteen accidents in the last eight years with two occurring in one day in March, 2013. He replaced fourteen shrubs last year and would need to replace fourteen this year as well. His driveway was located on a curve and he feared an accident would occur injuring him or his family. The speed limit on Willow Street is 30mph, however most vehicles travel over 40mph. Mr. Jutras believed the street markings were outdated and ineffective.

Mr. Gaydos said the issue could be referred to the Highway Safety Committee and suggested moving expeditiously to get an answer. Mr. Jutras told the Board he had spoken to the Police Department. He said they were supposed to put a radar patrol up, but he had not seen one.

Ms. LaRosa said they were open to suggestions. She stated something needed to change because the situation was becoming worse. She said they tried working with the Police; the last accident was a hit and run and the suspect was never apprehended.

Mr. Gleason stated that the Board would direct the Town Administrator to alert the Highway Safety Committee to look into the situation and come up with a recommendation as to how it could be rectified. He requested that the Highway Safety Committee respond to the Selectmen by the next meeting. Mr. Gaydos introduced Mr. Jutras and Ms. LaRosa to Planning Director Jeff Gowan, who was seated in the public audience.

**APPOINTMENT(S):**

**Junkyard Renewal Applications:**

Mr. Lynde stated he had reviewed all three applications and found no problems. He was prepared to vote. Mr. Gleason replied he had also reviewed the various inspection reports (of the Fire Department, Code Enforcement and the Deputy Health Officer) in connection with the requested applications. All reports came back 'acceptable'.

**Jean-Guy's Used Cars & Parts** – 180 Marsh Road, Pelham, NH 03076 / License Holder: Jean-Guy Bergeron

**MOTION:** (Lynde/McDevitt) To approve the junkyard license renewal for Jean-Guy's Used Cars & Parts for the period July 1, 2013 thru June 30, 2014.

**VOTE:** (5-0-0) The motion carried.

Mr. Viger commented receiving a junkyard license in Town was not simply a matter of filling an application out. The applicant's complied with environment regulations, handling fluids properly and went through a review process. He said the businesses comply year after year and should be commended for their hard work.

**Coombs Used Auto Parts** – 1183 Mammoth Road, Pelham, NH 03076 / License Holder: Norman Coombs & Sons

Mr. Gleason noted the inspections came back favorably.

**MOTION:** (Lynde/McDevitt) To approve the junkyard renewal application for Coombs Used Auto Parts effective July 1, 2013 thru June 30, 2014.

**VOTE:** (5-0-0) The motion carried.

Mr. Viger reiterated that the junkyard had to comply with all the rules/regulations of the State. They were also reviewed and checked off by the Town Fire Inspector, Deputy Health Officer and the Code Officer from the Planning Department.

**Jack Mansur's Auto, LLC** - 76 Dutton Road, Pelham, NH 03076 / License Holder: Jack Mansur

Mr. Gleason said the three Town inspections had all come back favorably.

**MOTION:** (Lynde/McDevitt) To approve the junkyard renewal application for Jack Mansur's Auto, LLC. effective July 1, 2013 thru June 30, 2014.

**VOTE:** (5-0-0) The motion carried.

Mr. Lynde commented in early years of doing the review process it was more arduous to get things squared away. He said in the past several years the property owners had complied with the Town's Regulations and done a good job. They had also complied with State Regulations.

Mr. Gaydos agreed with Mr. Lynde's comments. He said in the past it was an arduous process because the Town didn't have a good set of guidelines. He and former Selectmen Bergeron went to the State Department of Environmental Services to heavily lobby them to come up with a uniform set of rules for everyone to follow, which turned out to become the Green Yards Program. There were many towns and small businesses that appreciated those efforts. It was a great step forward for the industry. Mr. Gaydos thanked Mr. Bergeron for those efforts.

**Discussion with Lance Ouellette**- Regarding Lyons Park Vending Machines

Lance Ouellette (13 Gaston Road), Vice Chairman of the Ice Garden came forward to discuss vending machines located at Lyons Park.

Mr. Gleason understood that the proceeds from the sale of the beverages (in the vending machines) at Lyons Park went to the Ice Garden. He said he was told there was a dialog between Chris Mader and the Recreation Department that they would like to transfer those proceeds to the Recreation Department in consideration of the Recreation Department assuming some of the responsibilities for putting up and taking down the ice garden and funding the rink when the program had to go to Salem, NH. Mr. Gleason now understood it was Mr. Ouellette's assertion that the machines were leased by him and he was not in agreement with Mr. Gleason's previous statement.

Mr. Ouellette said he received a phone call from Chris Mader who indicated he spoke with Park & Recreation Director Brian Johnson who was informed by the Town Administrator that they wanted to take over the machines to raise revenue to fix the basketball nets. There was no negotiation. He questioned what they would do for private funds that helped out the community, ice rink and other things they did. Mr. Ouellette said Mr. Mader was very frustrated. Mr. Mader told him if he wanted to take on the situation, he could do so since the machines were in Mr. Ouellette's company name and he also maintained them. He said he didn't speak with Mr. Gaydos; instead he spoke with one of the Selectmen and was told to come in front of the Board. Mr. Ouellette provided a brief history of how the machines came to be in his company's name. He explained Police Chief Roark approached him a few years ago who indicated there were two spots the Police Department had vending machines they couldn't keep up with (refilling and maintenance). The Chief told Mr. Ouellette he was welcome to put vending machines in those locations and raise some revenue. At that time Chris Mader applied for a 501c (non-profit). The machines were obtained and they raised revenue. It was noted that the Fire & Ice Tournament was not held last season, which most of the proceeds had gone to in the past, therefore the account contained a little over \$1500. Mr. Ouellette said the funds went to other organizations and programs as well. He said if the Town needed the money to help support their basketball nets, etc., he was not against it, but felt the communication should have been a bit more insightful. He said the President of the Ice Rink (Chris Mader) was very frustrated; they were trying to raise funds for a new rink, location and installation. He would

like to keep the machines and maintain them in conjunction with Mr. Mader; they were still willing to take on the responsibility if the Town will allow them to.

Mr. Lynde felt the Selectmen needed a follow up meeting with the Recreation Director because he wanted to understand what was happening. He was under the impression that the Recreation Department was contributing to the effort and would like the opportunity to understand the full picture.

Mr. Gleason was told there was a conversation between Mr. Mader and Mr. Johnson that indicated since the Recreation Department was assuming more responsibilities it would be nice to offset the costs with the proceeds from the machines. He said if that wasn't what transpired, he agreed with Mr. Lynde, the Selectmen needed to delve further into the situation.

Mr. Ouellette said the applications for the men to be on the hockey teams helped pay for the Ice Center when the season got warm and they couldn't have the playoffs they were moved. The volunteers partnered with the Ice Center (in Salem) to set everything up. All the refreshments, trophies etc. were strictly paid for by the Ice Garden through privately raised funds and the vending machines. He reiterated he was not against helping to support the Town. Mr. Ouellette said he would like to keep the machines because they would like the use the funds they generate (as volunteers) in other ways. He said if the Town needed new nets, the Ice Garden was willing to write a check for them. He believed the cost was a little over \$300. They would do so because of the partnership they had with the Town, which they didn't want to discontinue. The Town allowed them to put the rink on the basketball courts.

Mr. Gleason asked Mr. Ouellette if he leased the machines. Mr. Ouellette said the machines were leased through his company, A Handy Company. He said there was another machine leased through his company at one of the local schools. All the money raised went directly to the school. Mr. Gleason asked if Mr. Ouellette had built the facility that housed the machines. Mr. Ouellette answered no; he understood the funds to build the facility had come from the Police Relief Fund. Mr. Gleason confirmed Mr. Ouellette was responsible for the machines housed within the facility. Mr. Ouellette said he and Mr. Mader were fully responsible for filling the machines and their maintenance. He said all the funds taken out of the machines went directly to Mr. Mader and his wife for accounting.

Mr. Viger asked about the relationship between the Ice Garden and the Recreation Department and if the department collected money for the ice garden programs. Mr. Ouellette said there had been a few organizations in Town that had given them a few donations; those private funds go directly into the 501c account. He said the fees collected by the Recreation Department, for the ice hockey program, went toward trash removal in the park and to accommodate teen volunteers (buying food and drinks). He noted the Town had helped the ice garden by providing a snow blower it wasn't something they requested; he purchases the gasoline. The Ice Garden and the Town currently have a good relationship going back and forth. Mr. Ouellette said when he spoke to Mr. Johnson a second time the situation was better explained to him, but he decided to still attend the meeting. He didn't know if the Recreation Department had the manpower or any interest in filling machines.

Mr. McDevitt was unsure why the Selectmen were having the discussion. From what he heard, Mr. Gleason understood Mr. Ouellette would turn the proceeds over if the Recreation Department needed the funds, but there had been a lack of dialog. Mr. Ouellette said he didn't want to work against the Town. He and Mr. Mader understood that each Town department was being scrutinized to reduce their budgets. The Ice Garden would like to keep the proceeds, but if need be, they also understood the money raised may be needed to pay for things.

181  
182 Mr. Haverty commented that during the holidays the Pelham Spirit Committee put on the Festival  
183 of Trees. The proceeds they raise go back to them. He said the Ice Garden Committee puts up a  
184 rink and came up with a mechanism to fund it. In his opinion, the Town was saying there were  
185 funds that could be reapplied to somewhere else. Mr. Haverty stated the Ice Garden came up with  
186 an innovative approach to fund their program, if the Town now takes the funds and applies them to  
187 create a bigger recreation program, the Ice Garden would be left with a deficit. He said if they  
188 didn't have that funding source, they would have to come up with something else. Mr. Haverty  
189 said the machines were their idea, and they were maintaining them and putting the money back into  
190 a program for Pelham residents. He felt they should be left alone.

191  
192 Mr. Gleason believed the issue to be that the Parks & Recreation Department were expected to do  
193 more and more in connection with the ice rink, such as providing labor to put the rink up and take it  
194 down and providing facilities. The idea behind it was to transfer some of the money to cover  
195 expenses that they previously didn't incur. He felt he didn't have enough information. He  
196 recommended that Mr. Johnson and Mr. Ouellette have a conversation and come back to the Board  
197 with a solution. He agreed with Mr. Haverty and didn't want to arbitrarily take money away from  
198 the Ice Garden.

199  
200 Mr. Lynde felt there was a distinction between the Ice Garden and Pelham Community Spirit. He  
201 said Pelham Community Spirit rents the hall and covers their expenses. He said they make a profit  
202 and turn around and fund the Concerts on the Village Green (and other Town, non-profit groups and  
203 scholarships etc) . In the situation being discussed (with the Ice Garden), it appeared the Town  
204 was assisting them.

205  
206 Mr. Haverty wanted to find out how much the Town was assisting and find out the right level of  
207 compensation. He wanted to understand how far the registration fees went for the hockey program  
208 and if there was a deficit there as well.

209  
210 Mr. Gleason reiterated the recommendation to have Mr. Johnson and Mr. Ouellette speak with each  
211 other and be prepared to come back to the Selectmen in two weeks with a recommended solution.

212  
213 Mr. Ouellette noted the ice rink started out as a public skating rink. Later, Parks & Recreation, Mr.  
214 Ouellette and Mr. Mader got together for the creation of an over thirty year old pond hockey league.  
215 To run that league and have lights on, the Town needed to offset the costs. To do so, each player  
216 was charged a certain fee. Up until last year, the only thing the Recreation did was to collect the  
217 fees from each hockey player to pay for the lights and trash collection. All the volunteers, in  
218 coordination with teens needing community service hours, would help set up the rink and take it  
219 down. Mr. Ouellette said last year they had a scheduled date to take the rink down, but received a  
220 phone call from Mr. Johnson indicating the rink had already been taken down. He said he was  
221 happy it had been done; Mr. Johnson decided to do it on his own.

222  
223 Mr. Gaydos was asked to have Mr. Johnson meet with the Selectmen in two weeks to discuss his  
224 recommendation. Mr. Ouellette said he would provide the Selectmen with a copy of the 501c  
225 document and a list of the current Ice Garden board members. Mr. Gleason understood there had  
226 been a lack of dialogue. He said that dialogue had to take place before the topic came back to the  
227 Selectmen.

228  
229 **Paul Zarnowski, Deputy Health Officer and Jeff Gowan, Planning Director -**

- 230     • Discussion of Pelham's Well Ordinance  
231     • Discussion of Chapter 295 (Article K)

Deputy Health Officer, Paul Zarnowski and Planning Director Jeff Gowan came forward to discuss the scheduled agenda items. Mr. Gowan began with the proposed draft changes to the Residential/Commercial Water Supply Regulations – Well Ordinance for New Construction, which included the recommended changes from Town Attorney John Rattigan along with minor adjustments learned from the Department of Environmental Services ('DES'). The Selectmen reviewed the draft and discussed the proposed changes. Mr. Gleason said the intent of the review was to note any concerns or modifications they felt to be appropriate. They would convene as the Board of Health at a subsequent meeting to approve the documents. The Selectmen agreed.

The Selectmen then reviewed the proposed draft of the Waste Disposal Systems Regulations. Mr. Zarnowski said most of the changes fell in line with DES requirements. The proposed changes would also address problems occurred in the past regarding seasonal properties. Mr. Gowan noted when the regulation was enacted, they would propose a zoning change to remove distances, since they never should have been in zoning. He said they wanted to make sure it was properly controlled someplace else before it was pulled out.

The Selectmen didn't have objections to the way the regulation was presented. Mr. Gleason said they would convene a Board of Health session at the next meeting to approve the two documents.

**Jeff Gowan, Planning Director:**

- Discussion of Proposed Federal Functional Road Class Changes per recent TTAC Meeting
- Roundabout Update

Mr. Gowan explained that he attended Transportation Technical Advisory Committee ('TTAC') meetings. TTAC is an advisory committee to the Nashua Regional Planning Commission ('NRPC'). He said the State and NRPC were both making road classification changes. Atwood Rd, Dutton Rd. and Old Gage Hill Rd. would be changed from being a Local Road to a road eligible for Federal Aid Highway. Currier Rd. Jericho Rd. and Livingston Rd. would switch from being eligible for Federal Aid Highway to being a Local Road. He agreed with the proposed assessments and read aloud a portion of an e-mail sent by July Chizmas of NRPC indicating the response she received from the NH Department of Transportation ('DOT'). It read: *Prior to the functional class review, the principal arterial abruptly stopped at Main Street. It is my understanding of the guidance that the principal arterial system (PAS) should connect to other parts of the PAS. As such, the choice was to either make the entire route (Route 38) a PAS to I-93 a principal arterial or to make it a minor arterial. From our perspective, it was more of a minor arterial. Please note that if this route becomes a principal arterial it will be subject to the junkyard and outdoor advertising.* Mr. Gowan noted that the Town had their own laws regarding junkyard and outdoor advertising and going between a principal and minor arterial didn't affect the ability to get State funds. He felt there would simply be an interest in the designation.

Mr. Gleason asked if there were other ramifications to changing the designation. Mr. Gowan didn't see any. He reviewed the map graphic provided to the Selectmen with the color key for road designation. Mr. Gleason asked if it was TTAC's intention to move forward with the proposed designation. Mr. Gowan said TTAC was responding to the designation changes for all the communities involved. He wanted the Selectmen to be aware of the proposed changes.

Mr. Lynde saw notations regarding increases in the Federal Aid Impact that included mileage designations for each of the roads. He questioned what it meant. Mr. Gowan said he would get an answer.

Mr. Gleason asked Mr. Gowan to provide an update of the Roundabout Project. Mr. Gowan commented Fairpoint had improved, which will allow Continental to remain working until late August. The Town roundabout (one of two roundabouts) will be completed prior to Continental's departure, except for final top coat of pavement and landscaping (to be completed in 2014). There will be a temporary signage package so the Town roundabout will have partial functionality; Acorn will remain one-way due to Fairpoint's underground conduit in the way. The conduit cannot be removed until Fairpoint relocates the lines onto the new poles in the area. Final configuration and full operation of the roundabout will not be achieved until 2014.

Mr. Lynde questioned if there was further commitment from everyone as to when work would be done. Mr. Gowan said he asked Continental how things were going with the utility companies, they'd seen significant improvement with Fairpoint and Liberty. He was cautious that they work with NH Department of Transportation ('DOT'), versus working around them. Mr. Lynde felt the Town should have something more firm in place to understand what will be happening. He was concerned at some point in time a project delay would impact the Town on a cost basis because it would be over the allocated amount. Mr. Gowan said he would ask the DOT if they'd received a firm commitment from both utilities to move forward and would share the response with the Board.

Mr. Gleason understood that the Town roundabout would be functional by the end of August and questioned if there was a projection for when the second roundabout would be done. Mr. Gowan said it was anticipated to start at the beginning of the construction season in 2014.

Mr. McDevitt said the road behind the former fire station had become a de facto Class V road with 2-way traffic since the 'no thru traffic' signs were taken down. He asked that the Highway Safety Committee review the road because he believed it was never intended to serve the function of bypassing the Town Center intersections. Mr. Gowan said if it was okay with the Fire and Police Chiefs, the reasonable thing to do is ask Continental to block the road when they leave. The area was a construction site and would remain as such through the completion of the project. The Selectmen asked that the Highway Safety Committee make a recommendation for Selectmen review.

**Review List of Road Name Suggestions for Pelham Common Highway (behind former fire station)**

Mr. Gleason reviewed the road names submitted for consideration; a copy of which is available for public review at the Selectmen's Office. The Highway Safety Committee ('HSC') provided their recommendations. The Selectmen discussed the proposed road names and made the following motion.

**MOTION:** (Viger/Haverty) To change Pelham Common Highway to Meeting House Way.

**VOTE:** (5-0-0) The motion carried.

The Selectmen will review Blacksmith Road on July 9, 2013 and a public hearing will be scheduled for July 23, 2013 to discuss (make a decision) regarding the three road name changes in connection with the roundabout project. The target date for the roads name changes to 'go live' will be discussed at the public hearing.

**OTHER BUSINESS**

**Highway Safety Committee recommendation re: chain link fence between Town Hall and the former Fire Station**

The Selectmen were provided with the written recommendation by the Highway Safety Committee ('HSC'). Mr. Gowan described the area that would be affected. The HSC consensus was to have a pathway/access from the newly created common area to the recreational area behind Town Hall without having to walk across where the Police vehicles drove through.

Mr. McDevitt suggested that the Selectmen be given a drawing that showed the location of the proposed access. Mr. Gowan said he could outline the area using a Google Earth image. It was noted that the Japanese Knotweed would need to be buried because it was an invasive species. Mr. Gaydos noted Continental had agreed to pull the fence, bury the Japanese Knotweed and loam the area. They would also put the stones from the old stone wall that were at the base of the chain link fence and pile them up. Mr. McDevitt said the Garden Club had an idea to use some stones in the shared roundabouts.

Mr. Gleason said the Selectmen had a discussion at their last meeting about what they would like done in the area. Mr. Gowan will share those feelings with the HSC.

Mr. Gowan said he attended a meeting at the New Hampshire Municipal Association on the new MS4 permit. He said it was a tremendously complex series of requirements. He said the process would be very different from what they had done in the past. He said the Town would be obligated to identify any new storm water infrastructure, and monitor and test any outflow before it got to any kind of wetland body. The Town will be liable for anything in it. Mr. Gowan said a group of communities were getting together to provide comments. He will stay engaged in the process and report back to the Selectmen.

**Discussion of RFP/Bidding Process**

Mr. Gleason said the Selectmen had numerous discussions regarding the bidding process. The Selectmen were provided with a copy of the procurement policy. His initial impression was that the document (although signed by only two Selectmen at the time) had enough information in it to cover procurements. He felt the necessity was for the Selectmen to adhere to it. He welcomed the comments/recommendations of the Selectmen. He asked that the policy be updated and signed by the full Board.

Mr. Viger questioned how the document could be binding with only two Selectmen signatures. Mr. McDevitt said a motion was made and the Selectmen voted; the number of signatures was inconsequential.

Mr. Lynde wanted the opportunity to review the document thoroughly. Mr. McDevitt said the way the document was put together put too much power in the position of Town Administrator and not enough responsibility on the Board of Selectmen for the \$15,000 and over. Mr. Haverty agreed that responsibility and oversight should be reviewed. Mr. McDevitt offered to draft revised wording. He suggested that the document contemplate items that, in the aggregate, totaled \$15,000 or more. Mr. Gleason also offered to sit with Mr. Gaydos and draft a policy for Selectmen review at their next meeting.

Mr. Gaydos liked the section of the document that talks about waivers, but suggested reviewing items on a case-by-case basis to discuss how they should be approached. He said for the last eight

years, they had been fairly successful. The way to address situations was to have discussions and have feedback from the Selectmen.

Mr. Viger said policy could be used by the Selectmen as a guideline to follow, but felt there would be times that the Board would have to act to make something work for what they needed to do. He felt if they had a discussion and came up with a reasonable solution, it would be an effective way to handle the policy. He said there may be instances where they couldn't follow the policy. He used mosquito control as an example; there are two people in the State, one covers the north, one covers the south. Mr. Viger said by going through and acknowledging the process may take care of those situations.

Mr. Haverty said the policy was largely intact but needed some cleaning up and updating. Mr. Gleason heard from the Selectmen that the policy was adequate and wanted to know how they would like to update the document. Mr. McDevitt said he would take the lead to suggest revisions for Selectmen input and discussion at the next meeting. There was no objection.

Mr. Gleason felt it would be a good time to discuss the sprinkler system for the Fire Station. He and Mr. Haverty met with Young Brothers and Mr. Charlie Boyden of Boyden Landscaping to try to determine the uniqueness of the irrigation system that would necessitate staying with Young Brothers. In the meeting they were told that the pump previously put in had a 36-gallon per minute capacity. A 300-gallon reserve tank had been put in and was drained as they did the irrigation systems. Mr. Gaydos noted each zone took approximately 50-gallons per minute. Mr. Gleason said the uniqueness was if the irrigation for the Fire Department was added to it, they would need to add it to the existing scheme for watering the other areas, which may be difficult for a new person to understand. He felt going with Young Brothers for that new irrigation would make sense, versus going out with an RFP.

Mr. Haverty said one company said it made sense for them to come in for the new system because of the issues with drawing off the tank and having a re-charge factor and because there would be new zones installed. He suggested putting the work out in an RFP (formal or informal). He felt they should articulate how the current system worked at the Town Hall and hear how companies would handle the situation. He said unless they handled it like a problem, asked the questions and heard all different types of solutions, they would be limiting themselves. In the end they may go with the current company, but at least they would have information.

Mr. McDevitt questioned if Young Brothers balanced the system and if the person who won the bid would also do so using Young Brother's system. He said it might be in the best interest of the Town to stay with one vendor because it would be an extension of the existing system. Mr. Haverty said the solution may not be an extension of the existing system, it may be a standalone system for the Fire Station.

Mr. Viger felt Mr. Haverty was on the right track. He also felt when reviewing a new proposal they should take into account that there is an existing contractor that did all the service, management and updates that would come into play when reviewing a new proposal. Mr. McDevitt wanted to be mindful of cost. He said it might be difficult to determine who was responsible when a service situation came up.

Mr. Gleason asked for the anticipated cost to implement the irrigation system. Mr. Gaydos believed it was \$7,000. Mr. Gleason asked for the cost of the well that was installed. Mr. Gaydos said it was a while ago and didn't recall the exact cost. He said they ended up installing a well

because the Pennichuck bill for one summer was approximately \$6,000. He noted they didn't get the yield from the well that they originally thought.

Mr. Viger said he was a vendor and made his living on relationships. He felt they should keep a balance on maintaining long-term valuable relationships and ensuring the voters received the most for their dollar. He said they would have the best qualified people working on their systems, but their pricing should be checked now and again by sending things out to bid.

The Selectmen discussed how they would proceed. Mr. Haverty noted the figure proposed was under \$10,000 and could follow an informal RFP process that didn't require a sealed bid. He said they could put together one sheet listing the limitations, measurements and what they were looking for. They could invite everyone to review the site and submit a solution. Mr. Gleason said the RFP would outline what the existing system was so the companies could propose solutions. Mr. Lynde said in doing the math for the wells and irrigation he questioned how they would determine what was needed. He said it would be nice to have a better understanding of the capabilities for the current system and didn't see a problem with going out and having companies offer solutions. Mr. Viger said they also needed to be aware of the capabilities of the people who were bidding; a balance was needed in the selection process. Mr. Gaydos said he would find out exactly what they had for a system and its capabilities.

Mr. Gleason deferred the discussion to the next meeting until Mr. Gaydos obtained the information regarding the system. Mr. McDevitt noted that there was an existing well in the back parking lot area of the Municipal Building that had supplied the school. He said the problem was the location of that well and it may be less expensive to run lines from it.

*\* see Selectmen Reports for further conversation regarding the RFP.*

### **2013 Budget Performance – to include 2013 Default Budget Reductions**

The Selectmen reviewed the 2013 budget performance information. Mr. Gleason saw that the Insurance budget was still high and questioned if it would flatten out. Mr. Gaydos believed it would flatten out. He noted under the Secretary of State's Order the Town would be reimbursed the amounts from the subsidy paid (that was overcharged) between the Health Insurance Trust and the Workman's Compensation Trust. He believed Pelham would receive approximately \$100,000. He'll provide the Selectmen with a projection for where they would end up at the end of the year.

Mr. Gleason asked why the Selectmen budget was running close. Mr. Gaydos said he would provide a report of the expense line items.

Mr. Lynde provided an explanation for the Insurance costs.

Mr. Gleason said he was approached by Representative Lynn Ober who expressed a desire to meet with the Selectmen to discuss the State budget; she's a member of the committee. He said he would schedule her to come in during the second meeting in July.

### **TOWN ADMINISTRATOR / SELECTMEN REPORTS**

Mr. Gaydos had a conversation with Charlene Takesian in connection with the Pelham Community Spirit Group. They would like to have six hanging banners that secure to a pole with seasonal themes, and to inform about the Village Green concerts. Pelham Community Spirit would like permission to hang these banners on six of the light poles in the Village Green. Mr. Gleason

suggested speaking to Code Enforcement about the banners. Mr. Gaydos said he would have a discussion with Code Enforcement.

Mr. Haverty went back to the irrigation discussion. He said there was seed down (being watered by hand), it was summer and felt the Selectmen should resolve the issue rather than deferring it for two weeks. Mr. Gleason said there was a question raised by Mr. Lynde about the adequacy of the existing system and its capacity. Mr. Lynde didn't feel getting the answer would take two weeks. Mr. Gaydos said when they moved into the Municipal Building the system was installed in Village Green and there were hoses with sprinklers put around the building. He said for a short-term solution they could hook up to Pennichuck. Mr. Gleason asked Mr. Gaydos to put together a one-page RFP for the Selectmen to review. There was no objection by the Selectmen.

**MOTION:** (McDevitt/Haverty) To have Young Brothers Pump Company install the irrigation system around the Fire Station.

**VOTE:** (2-3-0) The motion failed. Mr. Haverty, Mr. Lynde and Mr. Gleason voted no.

Mr. Gleason asked Mr. Gaydos to prepare an RFP.

Mr. Lynde reminded the public that the first concert on the Village Green would be held Wednesday, June 26, 2013.

As a Commissioner of the NRPC, Mr. Gleason attended a meeting and found out that the dues projected for this year would be the same as last year. He felt the money was well spent based on the assistance the Town received. He then said he would be adding a discussion to an upcoming agenda to discuss accepting credit cards (for a user fee) for registrations. They would not be accepted for taxes at this time. There was no objection to allow the Town Clerk's office to upgrade their Muni Smart System to include E-Reg system through a website. Mr. Gleason discussed the Fire Station dedication ceremony and commended the Fire Department and Mr. Gaydos on the success of the event.

#### **REQUEST FOR NON-PUBLIC SESSION**

**MOTION:** (McDevitt/Haverty) Request for a non-public session per RSA 91-A:3,II, a & e (Personnel; Consideration or negotiation of pending claims or litigation)

#### **ROLL**

**CALL:** Mr. Gleason-Yes; Mr. McDevitt-Yes; Mr. Viger-Yes; Mr. Haverty-Yes; Mr. Lynde-Yes

It was noted that when the Board returned, after the non-public session, the Board would not take any other action publicly, except to possibly seal the minutes of the non-public session and to adjourn the meeting. The Board entered into a non-public session at approximately 9:03pm.

The Board returned to public session at approximately 9:35 pm.

**MOTION:** (Haverty/McDevitt) To seal the minutes of the non-public session indefinitely.

**VOTE:** (5-0-0) The motion carried.

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520 **ADJOURNMENT**

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**MOTION:** (Haverty/McDevitt) To adjourn the meeting.

**VOTE:** (5-0-0 ) The motion carried.

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523 The meeting was adjourned at approximately 9:35 pm.

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Respectfully submitted,  
Charity A. Landry  
Recording Secretary