

APPROVED
TOWN OF PELHAM
BOARD OF SELECTMEN MEETING
MINUTES
June 10, 2014
APPROVED – July 8, 2014

CALL TO ORDER - approximately 6:30PM

PRESENT: Mr. Edmund Gleason, Mr. Doug Viger, Mr. Robert Haverty, Mr. Hal Lynde, Town Administrator Brian McCarthy

ABSENT: Mr. William McDevitt

The Selectmen welcomed new Town Administrator Brian McCarthy into the position. They looked forward to a harmonious relationship in the years ahead.

PLEDGE OF ALLEGIANCE

MINUTES REVIEW

MOTION: (Viger/Haverty) To approve the May 13, 2014 meeting minutes as amended.

VOTE: (4-0-0) The motion carried.

MOTION: (Haverty/Viger) To approve the May 20, 2014 meeting minutes as written.

VOTE: (4-0-0) The motion carried.

MOTION: (Lynde/Viger) To approve the May 27, 2014 meeting minutes as amended.

VOTE: (4-0-0) The motion carried.

Mr. Gleason noted that the May 27, 2014 non-public minutes were available and he asked that the Selectmen sign them before leaving.

ANNOUNCEMENT(S)

- State Primary Election – September 9, 2014, 7AM-8PM at Pelham Memorial School
- General Election – November 4, 2014, 7AM-8PM at Pelham Memorial School
- Due to the recent resignation of Budget Committee member Ken Dunne, the Budget Committee is accepting applications for appointment to the Budget Committee for the term ending March 31, 2015. Please forward your interest to the Budget Committee Chair Dan Guimond c/o Selectmen's Office. Volunteer applications are available on-line or at Selectmen's Office – contact Marie Maruca (635-8233) for information
- Notice of Public Hearing – E911 (address changes)– to be conducted during the next two Selectmen meetings.

Mr. Gleason said notification had been received of the passing of Jack Caynon. Mr. Caynon's volunteer contributions through involvement on many boards were significant to the Town. The Selectmen extend condolences to the family during this difficult time.

OPEN FORUM

No one came forward.

APPOINTMENT(S)

Lieutenant John Ignatowicz – Fire Department Pumper Rescue Vehicle Bid Award Recommendation

Lt. John Ignatowicz provided the Selectmen with information packet containing photographs and the bid recommendation for the pumper/rescue vehicle approved at Town Meeting. A photograph was displayed showing a similar truck used to design the department's vehicle. He discussed the condition of the vehicle that is slated for replacement. A six-member committee was formed to discuss/determine the type of vehicle appropriate for that replacement. The committee initially began conversations with seven vendors and narrowed them down to three, who they felt could build the best truck for the Town. In depth research was conducted to determine the most cost effective, safe and reliable vehicle. They felt this could be achieved by combining two vehicles and creating a pumper/rescue truck. The cost range came in between approximately \$558,000-\$606,000, which included the trade in value for the current rescue truck that was in great disrepair. The recommendation submitted is for Seagrave at a cost of \$584,488, which includes a \$5,700 trade in value for the existing rescue. The recommended truck has a "middle of the road" cost; it's not the most expensive and it's not the cheapest. The committee, as well as the Fire Chief, felt it was the most vehicle for the dollar that would meet the needs of the Town and was the safest cab in the industry. In addition, Seagrave was the only company to meet the specification directly. Lt. Ignatowicz noted that a lot of the existing equipment would be transferred to the new truck. He said the final cost of the truck may fluctuate approximately \$2,000 (+/-) during engineering.

The recommendation was to award Seagrave the bid for the cost of \$584,488, which includes giving up the existing rescue truck as a trade in (\$5,700). Outfitting the truck would be an additional cost of \$33,000 (+/-), which would be purchased separately, but included in the overall funds provided under the lease.

Mr. Gleason understood that the Fire Department was asking for authority to proceed with Seagrave. The intent was to negotiate a lease for purchase. Lt. Ignatowicz understood that a 5-year lease/purchase would be dealt with on the Town side. Mr. Gleason said the proposal (to voters) was a ten-year schedule. Lt. Ignatowicz assumed the payment schedule would be handled by the Fire Chief and the Finance Department. Mr. Gleason added that the lease would have to include a non-appropriation clause. He reiterated that the request in front of the Selectmen was to authorize/approve the Fire Department to proceed with Seagrave and to now initiate discussions with a finance company to finance the cost over ten years. The price is \$584,488. Mr. Gleason questioned where the \$33,000 cost for equipment would come from. Lt. Ignatowicz said when the bids were sent out they included a separate spread sheet for equipment. The companies building the truck didn't have cost effective equipment. Therefore, the equipment spread sheet was sent out to all the Fire Department vendors to price out the needed items. He believed the equipment cost of \$33,000 would be appropriated into the bottom line not-to-exceed truck figure.

89 Mr. Lynde wanted to know the anticipated delivery date. Lt. Ignatowicz said it was approximately
90 280 days. Mr. Lynde asked when the equipment would need to be purchased. Lt. Ignatowicz said the
91 Fire Chief suggested they purchase equipment as close to the delivery date as possible because the
92 intention was to roll the cost into the lease-purchase. Based on that, Mr. Lynde said they had another
93 year to get the money for the equipment.

94
95 Mr. Gleason didn't believe the equipment cost could be rolled into the equipment lease. He reviewed
96 the original quote that came in from Gorman Leasing. He asked Mr. McCarthy to contact them to see
97 if the rates had changed and to find out if the equipment cost could be rolled into the cost of the lease.
98 He said one of the Selectmen would assist, but wanted to initiate discussions to let them know they
99 were ready to proceed.

100
101 For the public, Mr. Gleason said the requested vehicle would be a dual apparatus, rescue/pumper, that
102 would replace two pieces of equipment. The Fire Department would trade in their current rescue.
103 The new truck would increase the department's efficiency and performance.

104
105 Mr. Viger questioned if the 750gallon tank was plastic or stainless. Lt. Ignatowicz said it was poly,
106 therefore they wouldn't have any problems with rot. He said they usually have 1,000gallon tanks, but
107 decided to downsize to 750gallons to be able to gain needed equipment storage. Mr. Viger saw that
108 the truck in the photograph had a water cannon and asked if the proposed truck would also have one.
109 Lt. Ignatowicz answered yes, the proposed truck would have a jet gun. He said by being a multi-
110 purpose unit (fire engine and rescue) it will meet both qualifications as defined in the industry.

111
112 Mr. Gleason asked the percentage of motor vehicle accidents that the vehicle would be utilized. Lt.
113 Ignatowicz stated they ran approximately 80%-85% EMS calls; of those approximately 15% were
114 motor vehicle accidents. He discussed the various equipment components that were contained on the
115 truck. Mr. Gleason wanted to know the life expectancy for the apparatus. Lt. Ignatowicz believes the
116 Fire Chief estimated a minimum of twenty years; however, they may anticipate more with the
117 stainless steel body.

118
119 Mr. Gleason understood that Seagraves was not the low bidder, but based upon the evaluation of the
120 proposals, the specifications provided and performance characteristics, they were the lowest qualified
121 bidder. Lt. Ignatowicz said that was correct. They felt Seagraves most accurately met the needs of
122 the Town and the Fire Department. Mr. Gleason asked if the other vendors offered stainless steel
123 bodies. Lt. Ignatowicz said they began with seven manufacturers that dealt with stainless steel. That
124 number was reduced to three because those companies were the only ones who produced a full
125 stainless steel truck.

126
127 Mr. Lynde understood there may be some changes through the process of building the truck that may
128 be (+/-) \$2,000. He wanted to know why there would be a design change and if it was due to them
129 being uncertain about some areas. Lt. Ignatowicz explained with a truck being thirty-four feet long,
130 there may be certain adjustments needed to components within the truck (i.e. light placement, cabinet
131 guards). Mr. Lynde asked how those items were picked up. Lt. Ignatowicz said the company would
132 call with any problems potential problems. He noted sometimes costs decreased from alterations and
133 sometimes they increased. Any adjustments would require approval prior to issuing a change order.

134
135 Mr. Gleason reviewed the costs, which totaled \$620,000. Lt. Ignatowicz noted that the Fire Chief
136 asked that the approval note it was a 'not to exceed' amount. Mr. Gleason said when the operating
137 budget was proposed it included \$630,000 in leasing cost.

Mr. Lynde made a motion to authorize the Pelham Fire Department to proceed with the contract with Seagrave to build a new combination rescue truck / pumper for the Fire Department at a total cost not to exceed \$620,000. Mr. Viger seconded the motion.

MOTION: (Lynde/Viger) To authorize the Pelham Fire Department to proceed with the contract with Seagrave to build a new combination rescue truck / pumper for the Fire Department at a total cost not to exceed \$620,000.

VOTE: (4-0-0) The motion carried.

Mr. Gleason wanted to meet with the Fire Chief and Mr. McCarthy to collectively work the lease arrangement so they knew all the particulars in advance. Mr. Viger said he would like to be included in the next process as a learning experience. He said they could possibly use the same process with Highway vehicles. There was no objection. Mr. Gleason said Mr. Viger was thereby appointed as the liaison. He asked that any information needed to proceed with the lease should be provided to Mr. McCarthy.

Jeff Gowan, Planning Director

- **Roundabout Landscaping Design Discussion with Members of the Garden Club**
- **Gage Hill Road / Route 38 Intersection Update**
- **Update of Surrey Lane Completion**
- **FEMA Funds for Abbott Bridge Project in 2014**

The discussion began with the roundabout landscaping design. Present with Mr. Gowan were Garden Club sub-committee members: Ginny and Walter Remis, Gayle Plouffe, Mary Lorde and Sue Waldo (not present Phil Blanchette). Mr. Gowan said the Department of Transportation ('DOT') landscaping plan included a 2.5 inch Kousa Dogwoods in the center of each roundabout and four plots of a variety of daylilies. Early on in the project he began thinking about what could be done to make the roundabouts special because they would become focal points within the Town. He said the Town owned a beautiful granite column located at the corner of Hobbs Road and Heath Road. A photograph was displayed showing the column. Mr. Gowan unveiled an architectural rendering (scaled at .5 inch = 1 foot) of the column with a historic sign as it would look in the green center of the roundabout. Hidden behind the small stone wall circling the post would be lighting to illuminate the sign at night. He said there were further discussions to incorporate granite tailings or mill wheels which could be arranged in a man-made sculpture garden at the green space where the old fire station was located. Mr. Gowan said he then went to the Garden Club to discuss what other things could be done to beautify the landscaping of the roundabouts. The Garden Club formed a sub-committee and came up with a compass rose schematic using low maintenance plantings. Ms. Waldo described the design that would incorporate minimal maintenance, yet year-round colorful plantings mingled with greenery. These plants would be drought resistant and only require maintenance in the spring.

Mr. Gowan said they created a sketch for the second roundabout that looked similar to an iris. In further review, Mr. Remis agreed that the design was elegant, but when driving they wouldn't be seen. He said the thought then shifted to having the roundabout plantings be simple and have a community planting project at the old fire station. It was suggested to have the dogwood trees put in an alternate location, not within the roundabout. Mr. Gowan said the cost to do the installation of plantings was estimated at \$10,000 per roundabout, which they realize that type of funding would not be appropriate at this time. He asked if the Selectmen would like to proceed with relocating the granite post. He noted Tim Zelonis had offered to do so at no cost. With regard to the cost for a sign, he said there were a variety of directions they could go in at different costs.

184
185 Mr. Gowan commented that the top coat paving would be done soon. He said they had an
186 opportunity to get the water lines run prior to paving. He said the DOT would put grass in the
187 roundabouts and in his opinion the Town had no choice except to sprinkle them, otherwise, they
188 wouldn't look good for very long. In speaking to Boyden Landscaping, the sprinkler heads and
189 irrigation system would be approximately \$400 per roundabout; the cost to run the water lines and tap
190 into Pennichuck Water would be approximately \$1,200 per roundabout. There would be an
191 additional \$800 per roundabout if they had to do a metered pit, which is what Pennichuck typically
192 required. Mr. Gowan believed it may be possible to tap into the existing system that maintains the
193 Village Green. He said there could be cost savings if they cut the employee driveway entrance to the
194 municipal building to tap into the sprinkler line that serviced the front of the Town Hall (on Marsh
195 Road). He felt the roundabouts needed electricity, which was already sleeved so the cost would be
196 less, perhaps \$1,000 per roundabout. If the Selectmen gave permission to have the post moved, Mr.
197 Gowan suggested having it illuminated by using a timer.

198
199 Mr. Gowan told the Selectmen that the work he'd done in connection with the roundabout
200 landscaping had been on his own time and not as part of his Planning Director activities. He'd like to
201 continue working on the project and hoped the Selectmen would eventually name the park that was
202 located where the former fire station had been. He asked the Selectmen for approval to: 1) show the
203 DOT the post model (minus the compass rose design) for the roundabout in front of Town Hall,
204 because their permission would be needed, 2) ask DOT to place the Dogwoods in the new park for
205 now, rather than within the roundabouts, and 3) authorize the water and electrical to be connected to
206 the two roundabouts.

207
208 Mr. Lynde viewed the roundabouts as being something that should be very inviting and attractive for
209 the Town and didn't want to limit the thought process. He questioned if having a slope design would
210 allow everyone to see the landscaping. He asked if it would be feasible. Mr. Remis said doing so
211 would improve the visual, but was concerned of a possible safety issue with having focal points in the
212 middle of the roundabouts that may be a distraction. He also noted if someone really wanted to see
213 what was in the center, they wouldn't be able to because of the safety factor. It seemed to him if they
214 were going to fund a landscaping design, it may make more sense to have it in a location where
215 people walk up to it and possibly have benches to relax.

216
217 Mr. Lynde said his only concern with lighting was the brightness and direction of illumination. Mr.
218 Gowan said there would be three low wattage light fixtures at the base of the column. He didn't
219 envision anything bright.

220
221 Mr. Viger asked if there was any thought given to upgrading the existing triangle that contained the
222 Butler monument. He said the focal point had been that area. There were bent posts (metal rods) in
223 the surrounding fence and some of the trees were overgrown. Mr. Remis said they could look at the
224 location. Mr. Viger believed the timeframe for DOT was more important. He was simply asking if
225 there had been any thought to the monument triangle. Mr. Gowan felt it would be good to review.
226 His concern was tapping into water for irrigation. He spoke with Continental about cutting into that
227 employee entranceway prior to paving being done, which would need to be decided fairly quickly.

228
229 Mr. Gowan asked if the Selectmen would consider having the granite post moved from Hobbs Road.
230 He said Mr. Zelonis believed he could remove it without it breaking. He noted it was Town owned
231 and in the Selectmen's control.

232
233 Mr. Gleason thanked the Garden sub-committee for their hard work. He felt Mr. Remis' point
234 regarding safety issues was valid. He said at this time it might be best to put in the irrigation and

electricity and leave the areas grassed. Their focus could be transferred to the area at the old fire station. His only concern with the old fire station area was if the residual space, after the walkway was installed, would be adequate for the proposed display. Mr. Gowan said they could do a scaled design of some sort. Mr. Gleason thought it would be a great idea because they had always envisioned that area as a gathering place during Town functions. He suggested speaking with DOT regarding lighting and any concerns there may be for distracting drivers. The objective is to have people focus on the roundabout, not the center pieces. He felt the post and lighting would need to be contingent upon having a discussion with DOT and the Highway Safety Committee. Mr. Gowan understood and concurred. He said anything done could be on the Town's timeframe. The only sense of urgency would be to connect the electrical and water structure.

Mr. Gleason asked that the costs be reviewed. He heard the electricity would cost approximately \$1,000. He also heard it would cost approximately \$1,200 per roundabout for water supply. Mr. Gowan said that cost would cover the trenching and water lines. He said there would be an additional \$800 per location for a meter pit; however, that expense could be avoided if they could tap into the existing sprinkler at the municipal building. Mr. Gleason said in preparation, they previously had conduits put in. He felt electricity and water were important. Mr. Gowan agreed that the roundabout centers couldn't have an overly complex 'attention grabber'. He didn't feel the post would be a distraction and could speak with DOT. He also thanked the Garden sub-committee and said he had learned a lot during the process.

Mr. Lynde spoke of an area along Bush Hill Road (in Hudson) that had been planted with buttercups. He said they appeared to be easily maintained and looked nice. He said the roundabouts were the entrance to Town. He noted it was a \$3.6 million dollar project that the Town didn't have to pay anything for and felt they should spend a few dollars to make it look good.

Mr. Gleason understood that Mr. Gowan was requesting permission to proceed with irrigation and the electricity. Later they would revisit the green space until such time that they gathered more information. Mr. Gowan said that was correct, except the preference was to not have the Dogwoods planted within the roundabouts and instead have them placed in another location. Mr. Gleason discussed the area of the old fire station. He recalled discussion about having a picturesque barrier to the thirteen parking spaces.

There was a brief discussion regarding how to proceed. If the DOT is to plant the trees in a location other than the roundabout center, Mr. McCarthy suggested designating a specific location. Mr. Gowan recommended having the two trees planted at the old fire station location on either side of the walkway. He said he could speak with the State and run the information/recommendation past Mr. McCarthy. The Selectmen had no objection.

Mr. Gleason said it was important to have the electricity and water run to the roundabouts. He noted the conduits were already underground from the Town side to the roundabouts. There needs to be a secondary conduit tied into the existing sprinkler system. Mr. Gleason told Mr. Gowan to go ahead and get it done. The cost was approximately \$3,500; Mr. Gowan said running the conduit across would be a much smaller number. He said he won't take further action without 'dialing' in the rest of the numbers and providing them to the Selectmen. Mr. Gowan said in the short term they would get the line across the driveway and he would bring cost estimates for the remaining work to the Selectmen.

Ms. Plouffe provided a historical background of the Town center. She said some of the trees within the center had been replaced by the Garden Group. She felt it would be a good idea to have a community project to improve the center. She said the perspective of looking from one roundabout to

the other would be beautiful and create a true Town center. She liked the sidewalks because they facilitated access to the various locations within the center. She was excited about the project.

Mr. Gleason thanked the Garden sub-committee for the dedication and commitment to the Town. Mr. Gowan suggested possibly having a dedication celebration of the roundabouts once the project was complete. Mr. Gleason felt having recognition of the project completion would be appropriate and offered his assistance to do so.

Mr. Gowan provided the Selectmen with a brief status report of the roundabout project.

- Sidewalk problem in front of the Congregational Church was corrected to the church's satisfaction;
- Lane splitters at the second roundabout were completed;
- Sidewalks and stamped concrete edge treatments will be installed during the week;
- Stonewall in front of Village Green will be relocated to get it out of the fog line;
- Sidewalk areas will be loamed next week;
- Equipment will be removed and construction cleanup will occur in the coming week;
- Culvert behind Sarris home will be repaired within two weeks;
- Wearing course paving will be done on either June 21st or 26th;
- Continental will be finished within the next couple weeks;
- Permanent signage has been ordered and will be replaced;
- Landscaping will be done by a subcontractor possibly in the Fall;
- Upon completion, a final walk through of project will be conducted by the State and Town representatives.

Mr. Gleason wanted to know the date for completion. Mr. Gowan said Continental would be gone once top paving was done within the next couple weeks. Mr. Gleason questioned if any lighting will be installed. Mr. Gowan said the second roundabout will have lighting to better illuminate the area.

Mr. Gowan provided an update for the Gage Hill Road / Route 38 intersection. The State has informed paving marking will be restriped. District 5 signs will be replaced along the State routes during the summer. Old Gage Hill Road design needs to have survey detail picked up for the ditch line and a proposed design for improving the sight distance along Route 38. The project area will be surveyed during this summer and the design concept will be further investigated. Drawings will then be presented to the Town and abutters at an informational meeting later in the year. If the needed property right can be obtained quickly and amicably, the improvement could be built in 2015. Mr. Gowan said he would continue to follow up with the State.

On another topic, Mr. Viger asked if a letter could be sent to the State to stay on top of cutting the brush at Mount Vernon and Mammoth Road before it became an issue. Last year there was a safety issue with the vegetation growth behind the guard rail and the Selectmen had the Highway Department cut it back. Mr. Lynde suggested speaking with the Highway Department. Mr. Gleason recalled the State indicating they weren't responsible. The Selectmen asked Mr. McCarthy to contact the Highway Road Agent regarding the status for cutting the area.

Mr. Gleason asked Mr. Gowan to keep the pressure on the State for the Old Gage Hill Road intersection as well as the Sherburne Road intersection. Mr. Gowan said he would use every opportunity when speaking to DOT to keep pressing the issue.

Mr. Gowan reported on the status of the Surrey Lane connection to St. Margaret's Drive. He said Mr. Gauthier had removed the cul-de-sac pavement and loamed the shoulders of the formerly paved area. The abutter, Mr. Fox is extending his irrigation system and asked that the seeding be postponed. Mr.

Gauthier will come back to do the seeding when the abutter indicates it's alright to do so. The Highway Department will put the paved wearing coat during the July/August timeframe. The Fox's driveway will be done during that same time. Mr. Gowan said the Fox's seem to be very happy with the project.

Mr. Gowan informed the Selectmen that the Valley Hill Road reconstruction at the new Dunkin Donuts site is nearly complete. The Highway Road Agent indicated at the pre-construction meeting that the wearing course not be applied this year so the pavement can 'winter over'. Mr. Gowan learned that abutter's (Granfields) driveway was aligned so it would meet the grade difference with Valley Hill Road. After utilizing the new driveway, they've indicated to Mr. Gowan it's a little too narrow. He said an action item will be added to the punch list to widen the driveway when the top coat is applied. He said they wouldn't restage the equipment now, but would have the situation addressed in the spring.

Since it was a Town road, Mr. Gowan felt it would be appropriate for the Selectmen to address the bond reduction estimate. Keach Nordstrom (Town's engineering firm) composed the following estimate:

| | |
|--|--------------|
| Original Bond for off-site improvements: | \$111,286.73 |
| Keach Nordstrom recommended reduction: | \$ 97,054.85 |
| Retain for remaining work: | \$ 14,231.88 |

Mr. Gowan told the Board that the Highway Road Agent was in agreement with the figure. He noted when bond reductions were done they built in a 10% escalation and a 10% contingency.

MOTION: (Viger/Haverty) To approve the recommended bond reduction.

VOTE: (4-0-0) The motion carried.

Mr. Gowan briefly discussed the E911 address change letter that would be sent to residents. The new draft incorporated edits previously made by the Selectmen. The first public hearing will be conducted during the Selectmen's meeting on June 24, 2014 at 7pm. He will provide the Selectmen's office with the public hearing notice. The Selectmen had no objection to the language contained in the letter.

The Selectmen discussed the agenda item titled 'FEMA Funds for Abbott Bridge Project in 2014'. Mr. Gleason said it came to the Selectmen's attention that the Abbott Bridge is red-listed. The State made a request that the Abbott Bridge be corrected in conjunction with the Willow Street Bridge and Main Street Bridge and move forward with Quantum to put forth an engineering estimate. Quantum had provided that estimate. He said under State provisions, the Town has to commit some portion of the funds for the engineering study. Based upon the latest estimate from Quantum, to modify the Abbott Bridge will be \$945,000 (for the total project); the engineering study will be something less. The Town will have to obligate \$13,000 in order for the bridge to move up on the list. Mr. Gleason said the funds couldn't be taken from the Willow Street Capital Reserve, because it's specifically dedicated to the Willow Street and Tallant Road Bridges. He recommended taking the \$13,000 from the existing FEMA funds given the nature of the work to be done on the Abbott Bridge. He said it didn't mean they would spend the funds, but they would tell the State that the funds would be 'earmarked'.

Mr. Gowan noted the Willow Street Bridge was tentatively scheduled for 2019 and the Main Street Bridge was scheduled for 2017. He said the three bridges worked together and if the Town could get the by-pass culvert designed and eventually built for Abbott Bridge they would be better off. Mr.

Gleason read aloud the letter from Nancy Mayville of DOT. He noted the FEMA Fund currently contained approximately \$200,000 of which \$58,000 has been committed for the flood study. The \$13,000 would simply be 'earmarked'.

With the Board's approval, Mr. Gleason's intent was to move forward with one or two warrant articles in 2015; one would be to completely fund the replacement of the Willow Street Bridge, and the second would be a warrant to rehabilitate the Abbott Street Bridge.

Mr. Viger questioned when the Abbott Bridge was determined to be red listed and who put it on the list. Mr. Gleason said in April the Town learned the bridge was red listed by the State when they had a meeting in Concord. Mr. Gowan said a rehab project had been done. He said the red list status was due to the 'pier' scouring because of the high velocity of water. The additional (bypass) structure wouldn't physically touch the existing bridge. The historical bridge would not be negatively impacted. Mr. Gleason explained that the State's concern was that the current configuration of the Abbott Bridge was acting as a dam and they felt all three bridges had to be addressed. They felt work needed to be done at Abbott Bridge so the situations at the other two bridges weren't exacerbated. Mr. Lynde discussed the previous work that was done on the Abbott Bridge, which was at the arch, not at the base.

Mr. Gleason asked for the Selectmen's support to earmark \$13,000 in FEMA funds. Mr. Lynde made the motion; Mr. Haverty seconded. Mr. Viger supported the motion, but didn't feel that was the purpose of the FEMA funds. Mr. Gleason felt it was appropriate; being it was an emergency situation. Mr. Lynde said the Abbott Bridge was the major cause of flooding between Main Street and Abbott Bridge because water couldn't flow through.

MOTION: (Lynde/Haverty) To earmark \$13,000 in FEMA funds to support the State's request.

VOTE: (4-0-0) The motion carried.

OTHER BUSINESS

Rescind No Smoking Ban

Mr. Gleason said it was brought to his attention that the Selectmen don't have the statutory authority to ban smoking at the parks. Mr. Lynde noted when the Selectmen voted to ban smoking they added verbiage into the motion to say it *subject to their authority to do so*. He said they would not post no smoking signs because they don't have the authority.

Miscellaneous – Firearm discharge on conservation land.

Mr. Gleason said there was a situation of target shooting at the Gumpas Pond Conservation area. The Selectmen have been advised through the New Hampshire Municipal Association per RSA 159:26 the Town doesn't have the statutory authority to ban any type of shooting on conservation land. Mr. Viger asked if the No Hunting, per Board of Selectmen signs need to be reviewed. Mr. Lynde asked if the Town had the right to demand no littering, such as with shell cases, when shooting. Mr. McCarthy said based on RSA the Town may be able to ensure people are required to clean up after themselves.

2015 Warrant Article Discussion regarding Willow Street Completion & Town Bridge Repair/Replacement

Mr. Gleason said they would be going forward with warrant articles for the bridges and would approach the discussion during the budget process.

Dog Licensing

Mr. Gleason said the Selectmen were advised of a list of dog owners who had failed to renew their dog's license, pursuant to RSA 466:14. It has been requested that the Town Clerk's office and Animal Control Officer proceed according to State Law, in issuing civil forfeiture for each unlicensed dog. The list contains approximately eight hundred people. Mr. Gleason said the Animal Control Officer ('ACO') and Sgt. Pickles have prepared a plan of approach to advise owners to license their dogs. There was no objection, the Selectmen will sign the warrant and allow the ACO to proceed.

TOWN ADMINISTRATOR / SELECTMEN REPORTS

Mr. Lynde said he was seeking the Board's support to get Pelham its rightful representation in Concord. He said they had the right to have four representatives assigned solely to Pelham. Mr. Gleason recalled sending a similar letter to Concord. He suggested having the letter sent in the past revised and provided to Mr. Lynde.

Mr. Haverty and Mr. Viger had no report.

Mr. McCarthy provided a report relative to the Bowley Road culvert failure. He met with Highway Road Agent Don Foss who had estimates out and expected tangible information within the next two weeks.

Mr. Gleason stated with the employment of the new Town Administrator, the Selectmen looked at the operations of the Selectmen's office. The Selectmen made a decision to reorganize for efficiency. He announced that Marie Maruca had been promoted to Administrative Assistant to the Selectmen and Special Projects Manager, effective June 1st. Her salary has been raised to an acceptable level consistent to other administrative secretaries within the operations. This promotion was based upon past performance in various functions. Mr. McCarthy added that Ms. Maruca's institutional knowledge within the Town and Selectmen's office was invaluable. He believed the promotion was well deserved and felt Ms. Maruca did a fantastic job.

REQUEST FOR NON-PUBLIC SESSION

MOTION: (Haverty/Viger) Request for a non-public session per RSA 91-A:3,II, a,c,d&e (Personnel, Matters which, if discussed publicly, would affect adversely the reputation of any person; Consideration of acquisition, sale or lease of property; Consideration or negotiation of pending claims or litigation).

ROLL CALL: Mr. Gleason-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 8:40 pm.

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

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

VOTE: (4-0-0) The motion carried.

ADJOURNMENT

MOTION: (Haverty/Viger) To adjourn the meeting.

VOTE: (4-0-0) The motion carried.

The meeting was adjourned at approximately 9:35pm.

Respectfully submitted,
Charity A. Landry
Recording Secretary