

BOARD OF SELECTMEN
Meeting Minutes November 7, 2016

CALL TO ORDER: Chairman Joel Desilets called the meeting to order at 7:00 PM. Selectmen Jennifer Simmons, Ross McLeod and Roger Hohenberger were present; as was Town Administrator David Sullivan. Selectman Bruce Breton was excused. Mr. Desilets opened with the Pledge of Allegiance.

ANNOUNCEMENTS: Mr. Desilets took a moment to stress the importance of exercising one’s civic duty by voting; reminding all that the polls will be open the following day from 7A to 8P at the High School. He then shared quotes from Presidents Reagan and Obama.

Mrs. Simmons made several announcements, including:

- Congratulations to Library Director Carl Heidenblad on receiving the Ann Giselle Award of Merit from the NH Library Association.
- Windham’s Helping Hands will host their Wellness Walk at Griffin Park beginning at 9AM on November 12.
- November 13 will be the Annual Common Man Charity Breakfast from 9AM to 12PM. This event is hosted by the Windham Firefighters and Helping Hands.

Mr. Sullivan gave a shout out to the Town Common Beautification Committee; noting that approximately 10 volunteers had shown up for their cleanup day on Saturday. He indicated six, 5-ton loads of debris had been hauled out, and another cleanup will be scheduled for the spring. Mr. Sullivan thanked Mrs. Simmons, who was in attendance; also mentioning Ms. Siri Wilbur and Kathleen DiFruscia.

Mr. Sullivan noted that our new Community Development Director, Rex Norman, was in attendance and had started his duties this week; reminding all that Mr. Norman had previously served as our Assessor. Mr. Norman approached and expressed thanks to the Board for their faith and confidence in giving him this opportunity. He noted the residents and staff have been very welcoming, and he looked forward to what the next years will bring.

Mr. Sullivan announced that he had recently hosted an episode of “Town Talk” with Mr. Norman and Mr. Dick Gregory our new Planning Director as guests; adding it will air on WCTV in the next few weeks.

BID AWARDS: *Snow and Ice Removal* - Maintenance Co-Director Dave Poulson advised that bids had been solicited for snow and ice removal at our town facilities. Mr. Sullivan clarified that bids had been requested for three options: Option 1 walkways only, 2 plowing the lots only or, 3 which was bundling of both. He then noted three bids had been received, as follows:

Vendor	Option 1 (walkways)	Option 2 (lots)	Option 3 (bundled)
Boyden’s Landscaping – Pelham, NH*	\$1,100/event	\$1,250/event	\$2,350/event or \$23,000/year (yr. 1)
Delahunty’s Nursery – Windham, NH*	\$1,150/event	\$1,400/event	\$2,150/event or \$28,000/year (yr. 1)
Stacey’s Tree Service – N. Salem, NH			\$88,000/year

Mr. Sullivan advised that he had spoken to Mr. Yennaco that afternoon, and that the latter feels his price on the bundled/per event is the lowest bid. Mr. Sullivan noted, however, the option to go with the season price bid by Boyden would be lowest.

Mr. Hohenberger expressed concerns that this bid was due to a lack of personnel, particularly due to the combining of maintenance. Mr. Sullivan clarified that this had been the plan; explaining that when the department was reorganized three staff members took the option for an early buyout at, saving the Town \$100,000/year. He noted that, just as the janitorial had been contracted out, it was known that the handyman services and this service would have to be, as well; adding that originally the intent was just to bid the sidewalks, however, based upon potential savings in time and money it was felt it should be bundled with the plowing.

Mr. Hohenberger inquired whether that analysis of the savings was available, and Mr. Sullivan indicated he would send it to him, however, it only includes the sidewalks. Mr. Sullivan noted the money will be expended either way, whether through a vendor of the Highway Agent or this way.

Mr. McLeod, citing the specifics regarding plowing numbers and average costs per year included in Mr. Poulson's recommendation memo, moved to award the bid to Boyden Landscaping for the bid price of \$23,000 for 2017, with automatic renewals at a cost of \$23,000 in year 2 and \$24,150 in year three; paying a per event cost of \$2,350 for the balance of 2016. Mr. Hohenberger seconded for discussion.

Mr. Sullivan requested that Mr. McLeod clarify in his motion that years 2 and 3 are at the option of the Town in case we are not satisfied. Mr. McLeod concurred. Mr. Hohenberger indicated his concern would be that last year we had a very mild winter, and that the pattern of same could continue. Discussion ensued.

Mr. Desilets indicated he would prefer to ask Mr. Yennaco to match Boyden's bid so that we could go with a Windham business, or that we award it for one year and, as Mr. Yennaco now knows what we are willing to pay in 2018, it then be re-bid. He further explained he wants to leave it open, and inquired whether we could reach out to Delahunty's. Mr. Sullivan replied he would not support that as we had an open bid process.

Mrs. Simmons sought clarification that Mr. McLeod's motion entailed per event costs this year, the bundled priced in 2017, and thereafter it was the Town's option. Mr. McLeod replied in the affirmative. Discussion ensued in that the Town can choose not to avail itself of the options and place it out bid.

Motion passed 4-0.

Community Development Department Vinyl Siding: Mr. Poulson explained that, as part of the pre-bid inspection, it had been discovered the building's insulation was fine and there was therefore no need to remove the clapboards (option B). Two bids were received as follows:

Paxor, Merrimack, NH	Score Construction, Londonderry, NH
Option A - \$60,686.32	Option A - \$22,475
Option B - \$75,266.91	Option B - \$50,475 (modified on 10/14)

Mrs. Simmons moved and Mr. McLeod seconded to award the bid to Score for the bid price of \$22,475.

Mr. Hohenberger extended thanks to the Historic District Commission for allowing the vinyl siding. Mr. Poulson concurred, and Mr. Sullivan added that HDC Chair Frank Farmer has worked well with the Town on such issues. Mr. Farmer approached to clarify that any rotted boards will be replaced; which was confirmed.

Motion passed 4-0.

WINTER OPERATIONS POLICY: Mr. Desilets noted amendments have been proposed for the Winter Operations Policy relative to incorporating sidewalk maintenance.

Mr. McLeod moved and Mrs. Simmons seconded to approve the amendments.

After a brief discussion regarding the language, which requires snow removal to commence within 24 hours of an event involving 2 inches or more, the motion passed 3-1, with Mr. Hohenberger opposed.

Mr. Hohenberger clarified that he is opposed to plowing the sidewalks only; adding he believes Delahunty does a great job.

HIGHWAY SAFETY COMMITTEE: Chief McPherson, HSC Chair, approached advising that the Committee had met and reviewed several items on October 12, as follows:

- Request for installation of a Stop sign at the intersection of Patricia Street and Moeckel Road. The resident requestor notes that vehicles continually cross over and into her driveway. Chief McPherson advised that HSC supports this request.

Mr. McLeod moved and Mrs. Simmons seconded to approve installation of the Stop sign as requested. Passed 4-0.

- Request for installation of a Caution Autistic Child sign on Blossom Road. Police Chief Lewis weighed in, noting that the child does occasionally wander away and the resident has requested the sign to warn motorists. Chief McPherson advised that the HSC supports this request.

Mr. McLeod moved and Mrs. Simmons seconded to approve the installation as requested. Passed 4-0.

Chief McPherson then inquired as to the State's status in responding to other items such as Range Road signage. Mr. Sullivan confirmed it has been forwarded to them for consideration.

Chief McPherson then extended his thanks to the Board for their support of the HSC.

ROUTE 111A ACCESS ROAD NAMING: Mr. Desilets opened the discussion by noting the Board can either make a decision tonight regarding naming of the new access road near Klemm's, or can take time to digest and consider the options presented. Mr. Desilets reminded the Board that letters were sent to the abutting property owners and the Historic District Commission requesting their input/suggestions and, to date, the following have been received:

- From the HDC - Harcourt Place or Road, Chadwick Road, Playhouse Road, Crucius Road, Austin Road.
- From Mr. Tom Klemm – New Horizon Drive

Mr. Sullivan advised that three other suggestions had come in that afternoon from the HDC, those being: Canonbie Road, Egremont Road, or Rum Hill Road.

Mr. Sullivan then advised that Chief Lewis, the Town's E911 Coordinator, does not support Harcourt, Chadwick, New Horizons, or Rum Hill; adding that he imagined he would not support Canonbie either. He indicated the Chief had offered no input on Egremont, but was also not in favor of Crucius due to possible issues with pronunciation.

Mr. McLeod suggested the Board consider "Prendergast Road" in memory of Nancy Prendergast. He explained that Mrs. Prendergast, who was serving as the Town's Code Enforcement Officer at the time she passed, was also a member of the Planning Board during the time the Gateway District and Master Plan were being worked on. Mr. McLeod indicated it seemed appropriate for the type of road this is. Mr. Hohenberger noted that, in the past, the Planning Board has stayed away from names relating to people. Discussion ensued.

Mr. Hohenberger then questioned whether the Windham Playhouse hadn't been further up Range Road. HDC Chairman Frank Farmer approached, replying in the affirmative and adding that the Crucius house, Chadwick house, and Playhouse are all in a row up Range Road. Discussion ensued.

Mr. Desilets inquired, relative to Chadwick Road, whether it would actually create an issue with an upcoming development, or will the latter utilize a different road name. Mr. Sullivan replied that he had spoken to Mr. Gregory and the latter indicated the development will be named "Chadwick Place". Chief

McPherson noted that, in that case, it is more than likely the road will be named “Chadwick Road”. He expressed concerns that, if it is taken for this access road, then you would end up with a Chadwick Road miles away from the development of that name, and thus he would avoid using it.

Chief McPherson then suggested that Crucius would not be too bad, as it is not close to any other road name we have in town. Discussion ensued.

Mr. Desilets noted that he liked Prendergast or Playhouse, and Mr. Hohenberger reiterated that as much as he respects Mrs. Prendergast, the Planning Board was always told to stay away from individuals’ names.

Chief McPherson reiterated that, from a 9-1-1 standpoint, Crucius sticks out in his mind as an option. Further discussion ensued, and Mr. Desilets suggested the options be narrowed to a short list and then more input sought from the public. He noted this is a critical road providing access to the Park and Ride and future bus station.

Mr. McLeod suggested it be deferred to the next meeting with Playhouse, Crucius, Prendergast and Austin as options. Brief discussion ensued regarding Egremont and Canonbie, which were not supported, and Mr. Desilets requested that the Board add “Theater” as an alternative option to Playhouse. The Board concurred.

Mr. Desilets extended thanks to the Chiefs and Mr. Farmer for their input.

Mrs. Barbara Coish, Golden Brook Road, approached noting that she preferred New Horizon Drive; adding there are many two word road names in Windham. Brief discussion ensued.

PROPOSED REGIONAL MEETING: Mr. Desilets noted that the Board will be considering an offer from the Southern NH Planning Commission (SNHPC) to facilitate a meeting between Windham and area towns regarding water issues/water acquisition. He indicated that the Board had determined that the meeting taking place should be publically discussed, and the Board determine whether any members wished to attend. Mr. Desilets noted that he is happy to go, and that he imagined Mr. Sullivan and Mr. Gregory or Mr. Norman would want to, as well.

Mr. Hohenberger felt it was a good idea to have Mr. Sullivan and Mr. Gregory attend, and Mrs. Simmons concurred. Mr. McLeod noted that Mr. Desilets should attend, as well.

BOND RELEASE: *Wilson Road/DHB Homes* - Request to release \$943,232.95, retaining \$192,268.50. Mr. Sullivan explained that the Planning Board has reviewed and approved this release.

Mr. Hohenberger sought clarification as to whether this was an extension of Wilson Road, and Mr. Sullivan replied in the affirmative. Brief discussion ensued regarding the age of the bond.

Mr. McLeod then moved, and Mr. Hohenberger seconded, to approve the partial release. Passed 4-0.

ROW PERMIT REQUESTS: Mr. Desilets noted that two permit requests had been received, to trench Leni Road and Horseshoe, respectively, and that both applicants have submitted the appropriate bonds and fees. Mr. Sullivan further clarified that Leni Road relates to cable service to a residence, and was actually an emergency repair approved by the Highway Agent, and that the other is for a utility trench at 30 Horseshoe Road to connect power from the house to the garage. He indicated that the Highway Agent has signed off on both.

Mr. McLeod moved and Mr. Hohenberger seconded to approve both permits based upon staff input. Passed 4-0.

BOARD GOAL: Mrs. Simmons indicated that she had several ideas relative to the Board’s goal to implement Employee Appreciation and Professional Development programs. She began by seeking Mr. Sullivan’s input on the annual recognition event.

Mr. Sullivan explained that a luncheon is held each year involving financial awards and pins for years of service. Mr. Desilets noted that feedback about that event is very important, with employees indicating they feel appreciated; adding that some Board members do attend. Mr. Sullivan noted that the latter is very important. Discussion ensued regarding the practice of closing offices for an hour or two to host the event on a weekday. Mr. Desilets wondered whether there were a better/different time to conduct it to make it easier for members of Police and Fire to attend, or if something extra should be done for them.

Mrs. Simmons then suggested recognition awards be presented at Deliberative Session to one member of the Police and Fire Departments, as well as a municipal worker. Mr. Sullivan explained that an Employee award and a Volunteer award were done each year up until approximately four (4) years ago, when the nominations fell off. He indicated they can continue to do this, if nominations are received. Mr. Desilets questioned whether any had been solicited, and Mr. Sullivan noted he asks for them each year. Discussion ensued.

Mr. Desilets noted the practice should be brought back on a permanent basis, with the expectation being that in the fall, leading up to the Deliberative Session, Mr. Sullivan and the Chiefs will bring forth a recommendation; adding the same should happen for the volunteer.

Mrs. Simmons moved on to the rewarding of employees for going above and beyond their duties by way of a public acknowledgement or press release spotlighting same, as well as sending a card. The remaining members concurred.

Mrs. Simmons felt a survey should be developed to garner employee feedback, and a discussion ensued regarding staff efforts on same. Mr. Desilets suggested that this be scheduled on a future agenda.

Mrs. Simmons also felt that the Board should meet with Department Heads to get feedback on their departments, their goals, etc. Mr. Sullivan noted that the Board used to have workshops often with the Department Heads, and that the latter had undertaken Strategic Planning efforts. He noted this could continue, and that Department Heads would love to resume Strategic Planning; adding that much work had been put into it, however, the Board had not accepted it as a plan. Mrs. Simmons inquired whether she could see the plan, and Mr. Sullivan replied in the affirmative as it is a public document.

Mr. Desilets noted a Strategic Plan was not exactly what Mrs. Simmons was speaking of, and the latter confirmed it was what she was talking about. Mr. Desilets then noted that, from his perspective, it is a good initiative and probably useful, however, he would also like to see annual, one on one meetings with the Department Heads to discuss their goals versus some grandiose strategy for the Town. Mr. Sullivan inquired whether those would be public or private discussions, and Mr. Desilets replied privately. Discussion ensued in that both can be accomplished.

Mr. Hohenberger noted that the Board used to meet yearly at the Searles Facility where everyone got together for Board strategic planning; adding it worked very well and he would like to see that happen again. Discussion ensued.

Mrs. Simmons then noted the importance of always thanking and showing respect to employees; inquiring whether anyone else had any ideas toward achieving the Board's goal. None were offered.

Mr. Sullivan felt Mrs. Simmons had presented good ideas; both as to what is currently done and new ideas to incorporate.

Mr. Desilets asked that the survey be put on the agenda within the next two or three meetings in order to get that out by year end. He then indicated he would look to meet with the Department Heads, either individually or together, to go through recommendations for employees of year; inquiring how the volunteer award is usually handled. Mr. Sullivan explained that, historically, the Board has been open to accepting suggestions from anyone. He indicated approximately three weeks are needed prior to Town Meeting in order to get the plaques; putting it in the time frame of budget wrap up.

Mr. Desilets suggested that formal requests be sent out to the Chiefs, as well as an open invitation to employees if they wish to recommend someone. He questioned when, as to the volunteer, a request would be put out to the public. Mr. Sullivan noted it can be done anytime via the website. Discussion ensued.

Mrs. Barbara Coish approached noting the Board should be able to find tons of volunteers to consider for award. Mr. Desilets noted that, as a Board, a letter should be sent to the other committees in town asking/encouraging them to consider nominating someone. Mr. Hohenberger cautioned that the Board must do so with the understanding that they may have some contributors upset that their nominations are not picked. Discussion ensued regarding past awards, and Mr. Sullivan clarified that in the past “groups” have been recipients (eg Department Heads, the Transfer Station).

Mr. Desilets indicated that recommendations should be sent to Mr. Sullivan via email to DSullivan@WindhamNH.gov; and Mr. Sullivan added the email should include the individual’s name, as well as a brief explanation of why they are deserving of the award. Mr. Desilets clarified that the public can also recommend a staff member or leader, and discussion ensued in that the Board will make their decision in late January.

OLD BUSINESS: None.

CORRESPONDENCE: Mr. Desilets advised that the State had sent the attached letter regarding the traffic light and Range Road/Route 111; which he read into the record. He then noted that there was an accident involving the power box that does need repair. Discussion ensued as to how long ago the accident was versus the time to repair.

Mr. Desilets advised that a letter from the DOT had been received advising that Enterprise Road has been reclassified as a town road effective immediately. Discussion ensued regarding the Town’s acceptance of this in 2012, and Mr. Hohenberger indicated that the last time the Board had spoken to the DOT, the latter had indicated the Town would have the option to accept the road or not. Mr. Sullivan disagreed, noting that the law is clear in that the State can reclassify the road at any time; adding he did not agree with it, but it is the fact.

Mr. Hohenberger noted that the road is going to be there regardless and the question is who has to maintain it; and the State has handed over a significant liability and perpetuity of cost to the Town. He indicated his objection is that the road was put in by the State for their purposes, and he objects to the premise that the Town must accept it. Mr. Desilets concurred with Mr. Hohenberger’s objections.

Mr. McLeod respectfully disagreed; noting the benefits the Town has received including the obvious one that the salt and sand loading is now further away from Cobbetts Pond. He also noted that the drainage is vastly improved, and there are many other benefits as far as the Gateway District. He indicated he understood Mr. Hohenberger’s frustration, but if the Town does not pay for it then the business owners will be looked at to do so as a private road. Mr. Hohenberger disagreed, in that he would look to the State to pay for it; which Mr. McLeod noted the latter would not do. Discussion ensued.

Mr. Desilets advised a letter had been received from the DOT regarding paving rehabilitation projects. Discussion ensued relative to other State roads that are in need of improvement.

Mr. Desilets indicated a letter had been received from the State regarding closure of the Castle Hill Road bridge. Mr. Sullivan explained that in 2002, when the timber bridge repairs began, the adjacent steel culvert was inspected and found to be structurally sound; however, when the bridge was completed in 2008, the culvert was found to be beginning to deteriorate. He noted that, with the water so low now, the bottom of the culvert is visible and a recent inspection found it to be corroded; thus the State recommended closing the bridge. Mr. Sullivan advised that the Pelham and Windham Chiefs were consulted and barriers erected; adding that the culvert is solely in Windham and we would have to make the decision how to proceed. He noted that Steve Keach has looked at the existing documentation, and the rough estimate to install a box culvert is \$240,000.

Mr. Desilets sought clarification as to what goes through this culvert, and Mr. Sullivan explained that it is water from where Beaver Brook splits; adding that the culvert is approximately 15' to 20' long. Mr. Sullivan explained that the Board's options are to close the road and do nothing, which does not believe the State will support given their investment in the timber bridge, or begin putting money aside to replace it with a box culvert similar to that on Church Street. He noted that, if we wait for State bridge aid, the next possible option is in the late 2020s and, if we wait that long, it will be much more costly.

Mr. Desilets indicated he would like the State process mapped out as an option for consideration. Discussion ensued in that, right now, there are no State funds available at all and it was the Bridge Administrator who said it would take until late into the 2020s. Mr. Sullivan indicated there are also other projects already in the pipeline ahead of this culvert, as there approximately 50 red listed bridges in need of repair; adding his recommendation would be to not wait for the State.

Discussion ensued regarding the amount of traffic in the area, the Great Mountain View development and traffic study, Ryan Farm Road, and the proximity of the Tallant Road bridge as a viable detour. Mr. Sullivan indicated he will return to the Board with a better cost estimate.

Mr. McLeod questioned why we cannot just not worry about this bridge and use the Tallant Road one instead; citing how much money we would be putting in versus what we would get out. Discussion ensued. Mr. Sullivan noted that one of the biggest questions is, if we do nothing can the State come back to the Town and request reimbursement of what they expended to repair the timber bridge; clarifying that their letter says the Town should take temporary measures not permanently close the bridge.

Mr. Desilets inquired whether the bridge was still safe for pedestrian traffic, and Mr. Sullivan replied in the affirmative. Brief discussion ensued, and Mr. Desilets suggested the Planning Board should be advised. Mr. McLeod noted he will wait until more information is available to do so.

NEW BUSINESS: Mr. Sullivan advised that the SNHPC has graded the Town's grant application for the Greenway Trail, and ranked us 6th out of 6 projects; the latter of which were from Manchester, Bedford, Londonderry, Goffstown and Hudson. He noted, given this, the Town will most likely not receive funding for the Trail, which was hoped to be \$720,000, and there will be no Town warrant article to request the \$180,000 in CIP funding.

Discussion ensued and Mr. Hohenberger noted that the CIP had supported the Greenway project based upon the \$720,000; adding that the Police had come in for a rebuild of the dispatch center at a cost of \$280,000. Discussion ensued in that the Selectmen can change the CIP items.

Mr. Sullivan advised that staff has created an official Town Facebook page. Mr. Desilets noted the Board had talked about this, and there had been some concerns regarding two-way communication. Discussion ensued.

Chief McPherson advised that he and Chief Lewis, prior to beginning their Facebook pages, had attended a social media class hosted by an expert who had reviewed many laws regarding safety, clarity, what can be posted, and the right to know law; and that much of it boiled down to minimizing how many manage/have access to the page and what you would accept of people coming into page. He noted it should be used as informative rather than interactive, and that he is very limited as to what he puts out.

Mr. Desilets suggested that there be a firm understanding that if the page is going to be left open, and he did not see why it should not be, that commenting be turned off and a prominent statement included that any and all comments left will be considered a government record and maintained. He noted he had no further concerns with it.

Brief discussion ensued, and Mrs. Simmons noted she thought the page looked great.

NON-PUBLIC SESSION: Mr. Hohenberger moved and Mr. McLeod seconded to enter into non-public session in accordance with RSA 91-A:3 II b. Passed unanimously. Roll call vote all “yes”. The topic of discussion was personnel and the Board and Mr. Sullivan were in attendance.

The Board discussed non-union benefit compensation for health stipends in relation to the agreed upon tentative agreements with the three employee unions. It was the consensus of the Board to discuss this further after the first of the year.

Mr. Hohenberger moved and Mrs. Simmons seconded to adjourn. Passed unanimously.

Meeting was adjourned at 9:40 PM.

Respectfully submitted,
Wendi Devlin, Administrative Assistant

Note: These minutes are in draft form and have not been submitted to the Board for approval.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

William Cass, P.E.
Assistant Commissioner

October 21, 2016

Mr. Joel Desilets, Chairman
Windham Board of Selectmen
3 North Lowell Road
Windham, NH 03087

Re: NH 111/Range Road Traffic Signal

Dear Board of Selectmen:

Thank you for your letter of October 18, regarding the signal at NH 111 and Range Road and the Town's clear desire that the signal remain. We recognize the operational and safety concerns that have arisen since the deactivation of the signal, the existing businesses served by the intersection, and the impending economic development in the area. The operational and safety concerns that have materialized, as expressed to us by Police Chief Lewis, include higher than anticipated speeds affecting the permissive left turns, vehicles ignoring the restrictions and making left turns out of Range Road, a high number of vehicles cutting through the existing businesses, and unsafe U-turns occurring more frequently. We also note that during the transition to the relocated NH 111A, the two signals operated together for several weeks without a problem. Given these circumstances, we agree that it is prudent for the signal at NH 111 and Range Road to remain operational.

As you know, the intent of the approved layout and the relocation of the Range Road signal to relocated NH 111A, was to reduce the overall number of signals along the NH 111 corridor, while maintaining traffic flow and signal progression. We were concerned that two signals spaced as closely to each other were unnecessary and would lead to operational problems. However, that does not seem to be the case.

In addition, the initial traffic data we have received for the potential development on Range Road indicates that maintaining a signal at Range Road would be beneficial. While there is more work to be done by both the Department and the Windham Planning Board in reviewing this development proposal, we would agree with the Board that leaving the signal until a final determination is made is prudent. Reaching that final determination will require driveway permit reviews for future site development proposals in the immediate area, which could include traffic mitigation components such as enhancements to the Range Road signal and interconnection between the Range Road signal and adjacent signals if it was to remain permanently.

We should note that this decision does not affect the likelihood of future signals at the NH 111/Delahunt Drive intersection. This was anticipated to be a future signalized intersection when the overall plan was approved and is laid out as such with turn lanes and signal conduit already in place. If and when development plans come forward at this location, traffic signals are likely and we would plan to coordinate with the Planning Board through the review and permitting.

Mr. Joel Desilets, Chairman
October 21, 2016
Page -2-

The work at Exit 3 is winding down. We will be instructing our contractor to reactivate the signal at Range Road and make it operational as before. We anticipate this to take effect sometime next week, with the final work to complete the project following by the end of the season.

Sincerely,



Victoria F. Sheehan
Commissioner

cc: W. Cass
P. Stamnas
R. Radwanski
W. Lambert