

**BOARD OF SELECTMEN**  
**Minutes of June 3, 2013**

**MEMBERS PRESENT:** Chairman Phil LoChiatto called the meeting to order at 7:00 PM. Selectmen Ross McLeod, Roger Hohenberger, Kathleen DiFruscia, and Al Letizio were present; as was Assistant Town Administrator Dana Call. Town Administrator David Sullivan was excused. Mr. LoChiatto opened with the Pledge of Allegiance.

**ANNOUNCEMENTS/LIASION REPORTS:** Mrs. DiFruscia advised that the Town Beach will officially be opening for the season on June 7<sup>th</sup> and lifeguards will be on duty daily, from 10A to 5P; weather permitting. She noted the Beach is for Windham residents only, and that passes may be obtained at the Beach with proof of residency.

Mrs. DiFruscia extended an official welcome to Mr. Marc Lucas; newest member of the Recreation Committee. She also congratulated current Recreation Committee member, Chris O’Neil, who had recently received a prestigious Community Service Award from New Balance.

Mrs. DiFruscia noted the tremendous turnout at this year’s Strawberry Festival; extending thanks and congratulations to all involved for another successful event.

Mrs. DiFruscia extended congratulations to Windham Officers Iworsky and Van Hirtum, who had recently represented the Windham Police Department in the Special Olympics Torch Run.

Mrs. DiFruscia then extended congratulations to Chuck Nickles, American Legion Post 109 Commander, for coordinating a successful Memorial Day Parade and Ceremony. Mr. Hohenberger added he would also recognize the Cemetery Trustees for their efforts in preparing the Cemeteries for the event.

Mr. Letizio noted that he would like to add to Mrs. DiFruscia’s comments regarding the Strawberry Festival; noting the number of staff members who assist in the event and thanking same for their efforts.

Mr. Letizio noted that a representative from Senator Kelly Ayotte’s office will be available to talk with residents on June 13, from 2P to 3P in the Community Development Department.

Mr. Letizio noted the recent appearance of Esther Feole on the Ellen Show. Mrs. Feole is the mother of Ralph Feole who resides in Windham with his wife Lisa and daughter Chelsey; the latter of whose video, “Dancing Nana”, went viral on YouTube.

Mr. Letizio noted that the next meeting of the Economic Development Committee will take place on June 14<sup>th</sup>; and extended a welcome to the newest EDC member, Mr. Mike Oldenburg.

Mr. Letizio extended kudos to Audley Construction for their efforts on Memorial Day; noting their equipment had been hung with patriotic banners and lined along Route 111 for the day.

**CORRESPONDENCE:** Mr. LoChiatto read into the record the attached memorandum from the Cemetery Trustees; praising the efforts of Highway Agent Jack McCartney and his staff.

**MINUTES:** Tabled.

**MARGARET CASE:** Mrs. Case, as Chairperson of the Windham Cable Advisory Board, noted that Comcast has advised they are planning to encrypt service to the Town’s second franchise area on the Derry head; which means basic service can no longer be received on cable ready televisions without a DTA box. Mrs. Case indicated that she was pleased to note that Comcast has, this time, established a time frame of two years for which the box will be free to subscribers before the \$1.99 charge takes effect. She then noted that encryption is planned for the remaining areas of Windham in October of 2013. Brief discussion ensued regarding promotional packages available to subscribers that will reduce charges, but that same should be monitored carefully for their end date.

*Mrs. Case* then advised that additional donations totaling \$4,150 had been received in response to her fundraising efforts for the Searles building, as follows, and requested that the Board formally accept same:

- Jim Finn & Elizabeth Varriano Marsten                      \$1,000
- EV Marsten & Associates    2,000
- Vanessa & Patrick Nysten    100
- Ruth-Ellen Post    50
- John & Kelley Gage    100

- Tony & Kathleen DiFruscia 200
- The Wimmer Family 100
- Frank & MaryAnn Horaj 100
- Barbara Case 500

Mr. McLeod moved and Mr. Letizio seconded to accept the donations as noted, with gratitude. Passed unanimously.

**HISTORIC COMMITTEE:** Mrs. Case noted that, with the acceptance of the aforementioned donations, it was now possible to replace the windows in the east room of the Searles; which are currently framed in plywood. She then requested the Board consider waiving the bid/quote process, as she has been working with a Windham vendor who has offered a very good price for the windows along with an attached donation. Mrs. Call explained that the price offered is above the \$7,500 threshold requiring a bid; however, not by a large amount. Discussion ensued regarding the bid policy, supporting local vendors, and possibly increasing the threshold for bids.

Mrs. DiFruscia inquired whether the price offered was in line with previous, similar costs, and Mr. Peter Griffin of the Committee replied in the affirmative. He added that, previously, windows had been installed by Rivco, however, they have since gone out of business. Discussion ensued regarding the east room, the stained glass windows, and the increased marketability and energy efficiency the proposed windows would bring to the facility.

Mr. Hohenberger then moved and Mrs. DiFruscia seconded to, based upon the price quoted and the sizeable donation it includes, waive the bid process for the installation of three (3) windows at the Searles facility. Brief discussion ensued, and the motion passed unanimously.

Mr. Letizio then moved and Mrs. DiFruscia seconded to accept the donation of \$1,000 in goods and services from Cyr Lumber, and to award the contract for installation of the aforementioned windows to same in the amount of \$6,950 (after donation). Passed unanimously.

**IT DIRECTOR:** Mr. DeLong approached to request a waiver of the bid process, noting that he had obtained three quotations for equipment related to the IT system upgrade; as attached. He indicated that this represented the hardware purchase only; for two (2) high performance rack mount servers to replace the current five (5), adding that this equipment works in tandem to serve as the first level of redundancy.

Mr. LoChiatto noted that it appeared Mr. DeLong had met the intent of the bid process, without a full bid specification. Mrs. Call replied in the affirmative, and a discussion ensued regarding the process and the equipment. Mr. DeLong clarified that all pricing as shown was under the State bid, and that the equipment includes a 3-year warranty and 24/7 customer service. Mr. LoChiatto inquired which Mr. DeLong preferred, and the latter replied he would recommend purchasing the equipment from Dell.

Lengthy discussion ensued regarding why the equipment had not been placed out to bid, if there was a difference between how the quotes were solicited and the bid process, and that the software will be purchased separately.

Mrs. DiFruscia concurred with Mr. LoChiatto that, essentially, Mr. DeLong had bid the equipment. Further discussion ensued. Mrs. Call clarified that, to her understanding, the Board had been aware based on previous discussions that Mr. DeLong would only be soliciting quotes and then returning to the Board to advise them of same.

Mr. Letizio moved and Mr. McLeod seconded to waive the bid process for the purchase of servers and storage equipment as presented. Passed 4-1, with Mr. Hohenberger opposed.

Mrs. DiFruscia then moved and Mr. McLeod seconded to award the purchase of same to Dell as recommended. Passed unanimously.

**EMERGENCY LANES:** Mr. LoChiatto noted that the Board had received correspondence from Town Counsel relative to the removal of sand from unaccepted roads, citing the specifics of NH RSA 231:59, which does not allow the Town to expend monies on private roads, outside of the Emergency Lane provisions. Mr. McLeod concurred with Atty. Campbell's assessment, and Mr. LoChiatto noted that the Highway Agent had expressed his concurrence to Mr. Sullivan as well. Mr. LoChiatto went on to note that the complaints center on only one developer; as the remaining arrange for street sweeping themselves. Discussion ensued.

Mr. McLeod moved and Mr. Hohenberger seconded to continue the current policy of not sweeping unaccepted roads. Passed unanimously.

Mr. Letizio noted that he'd had some concerns at the last meeting relative to safety issues with not removing the sand, however, the Statute is very clear that it pertains to emergency vehicles only. Discussion ensued regarding the owners on the road in question contacting the developer urging same to both sweep and complete the road, as well as that some other developers in Town have arranged through the Highway Agent to utilize the Town's vendor to do so, paying the latter directly.

*Mrs. Call* distributed to the Board various tax warrants for signature, which the Board executed.

**SURPLUS SKATE PARK EQUIPMENT BIDS:** Mrs. Call noted that the equipment had been bid as a whole, however only one bid had been received, just for the miscellaneous sheets, in the amount of \$750. She noted that, if the Board wished to consider awarding same, they would need to waive the bid requirements on a technicality for failure to comply with the bid specifications.

After a brief discussion, Mrs. DiFruscia moved and Mr. Hohenberger seconded to reject the bid in the amount of \$750, as the value of the items far exceeds same. Discussion then ensued as to how to successfully re-bid the equipment differently, eg via unconventional means such as eBay, before the motion passed unanimously.

Community Development Director Laura Scott approached noting there are various ListServe options available to the Town, including those for Recreation Coordinators and Public Works Departments. She also indicated that the skateboard companies do talk amongst each other. Mr. McLeod noted there were also organizations such as Skate Park Association International available. Mr. LoChiato noted the Board has other options, as well, such as soliciting bids to demolish or move the equipment; adding that he was surprised to find no one present with an alternative proposal given that no other bids had been received. Lengthy discussion ensued regarding re-bidding the equipment via eBay, and contacting the various listserves prior to any auction giving advance notice.

Mrs. DiFruscia moved and Mr. Hohenberger seconded to bid the surplus skate park equipment via alternative means. Passed unanimously. Brief discussion ensued and it was clarified that the consensus of the Board was to bid the equipment as a whole.

**OLD/NEW BUSINESS:** Mrs. DiFruscia noted she continues to have concerns, as does Mr. Scott Johnson, regarding the pool of stagnant water in the basin adjacent to Johnson's Farm; reiterating that the basin is not working. Highway Agent Jack McCartney approached noting that the State was asked if something could be done to alter the way it works, and the reply was "no". Discussion ensued regarding the design of the area as a siltation pond, that it remains stagnant, and mosquito concerns.

*Mr. McLeod* sought clarification from Mr. McCartney as to whether the street sweeping was completed, citing the poor quality of the work, and Mr. McCartney replied in the negative. Discussion ensued regarding this year's quality versus previous years and that roads are scheduled to be re-done. Mr. McCartney indicated that the vendor is currently at, or above, their hours bid and that he believed the issue to be related to the inadequately sized equipment possessed by the vendor.

**NON-PUBLIC SESSION:** Mr. Hohenberger moved and Mr. McLeod seconded to enter into nonpublic session in accordance with RSA 91-A:3 II c. Roll call vote all "yes". The topic of discussion was reputations and the Board, Mrs. Call and Ms. Devlin were in attendance in the first session.

Mrs. Call advised the Board of a reputations matter relative to refund of monies paid for use of the Searles facility as authorized by the Town Administrator. The Board concurred with Mr. Sullivan's decision as described.

*Mr. LoChiato* advised the Board of a potential conflict of interest relative to the second session, and recused himself from the meeting accordingly. Mrs. DiFruscia assumed the Chairmanship.

Mrs. Call advised the Board of a personnel matter relative to a grievance. After discussion, Mr. Letizio moved and Mr. McLeod seconded that staff offer the grievant and the Department Head the opportunity to meet with the Board at the June 17<sup>th</sup> meeting. Passed 4-0.

Mr. McLeod moved and Mr. Hohenberger seconded to adjourn. Passed unanimously. Meeting adjourned at 8:10 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant

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

From the Desk of Eric Delong  
[ITDirector@WindhamNewHampshire.com](mailto:ITDirector@WindhamNewHampshire.com)  
603.965-1200 (4010)  
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To: Dave Sullivan, Board of Selectman  
Subject: Project Cost Comparisons  
Date: Wednesday, May 29, 2013

**Software:**

Software was selected by type, function, and pre-existing contracts. Price differences between vendors if any, is negligible.

*AppAssure* (Backup/Recovery/Data Security), *LogMeIn* (remote management), *MailStore* (email archive) were sourced directly from the Vendor, *Symantec Enterprise AV* existing contract renewal.

The Operating Systems (*Microsoft / VMWare*) were specifically vetted by this office and the TAC through our research.

Hardware All of the quotes include 3yr hardware service and replacement 24hrs

**SERVERS (2 Units)**

Dell	HP	Lenovo
7,575	8066	8144
All of the above are rated 2.0-2.2Ghz, 4x500gb HD, 16gb Memory, Rack Mount		

**STORAGE (SAN)**

Dell	HP	EMC
13,188	16,194	15,582
PS4100XV 7.2Tb	Model D2700 7.2Tb	Model VNXE3100 6TB

Windham New Hampshire  
Old Values – New Horizons

