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TOWN OF WINDHAM, NH
BOARD OF SELECTMEN MEETING
February 6, 2023
Community Development Department
3 North Lowell Rd.
Approved Minutes

8 Attendance:

9 Chairman Heath Partington- present
10 Vice Chair Jennifer Simmons- present
11 Bruce Breton- present
12 Roger Hohenberger- present
13 Ross McLeod- present

14
15 Staff:

16 Brian McCarthy- Town Administrator

17
18 The deliberative session will be this Saturday, February 11, 2023 at 9 am at the high school.

19
20 Chairman Partington read the public hearing notice regarding a proposal to accept a one-time
21 appropriation of \$231,745.78 for the unanticipated highway funds from the New Hampshire DOT as
22 related to SB 401.

23
24 Mr. McCarthy stated that the money was intended to support the repair of bridges.

25
26 **A motion was made by Mr. McLeod to accept the one-time appropriation of \$231,745.78 for the**
27 **unanticipated highway funds from the New Hampshire DOT as related to SB 401. Seconded by Mr.**
28 **Hohenberger. Vote 5-0. Motion passes.**

29
30 Chairman Partington read the public hearing notice regarding a proposal to increase the ComStar Billing
31 Rate.

32
33 Chief McPherson addressed the Board. Chief McPherson stated that there was a slight increase in calls for
34 users of the ambulance along with a slight mileage increase and and emergency support. These new rates
35 would go into effect tomorrow if approved. Mr. Breton stated that Windham has quite a few paramedics
36 on staff and that can be quite amazing for those that need that support. Mr. Breton stated that the firemen
37 are well trained.

38
39 Chairman Partington invited public comment; there was none.

40
41 **A motion was made by Mr. Hohenberger to increase the following rates: BLS calls, both emergency**
42 **and non-emergency, from a rate of 1553 to a rate of 1619 with a slight mileage increase as**
43 **presented. Seconded by Mr. Breton. Vote 5-0. Motion passes.**

44
45 Chairman Partington read the public hearing notice regarding a proposal to accept a one-time
46 appropriation of \$100,369.60 for unanticipated funds.

48 **A motion was made by Mr. Hohenberger to accept the \$100,369.60 from unanticipated funds.**
49 **Seconded by Mr. McLeod.**

50
51 The Chair invited public comment; there was none.

52
53 **Vote 5-0. Motion passes.**

54
55 Mr. Mark Samsel, President of the Windham Rail Trail Alliance, addressed the Board. Mr. Samsel stated
56 that the Cheap Marathon starts in Derry and goes through to Windham and turns around at Roulston Road
57 and is a fundraiser for Windham.

58
59 Mr. Samsel invited Mr. John Mortimer addressed the Board. Mr. Mortimer stated that the Cheap
60 Marathon has been in Derry and Windham for several years and the focus was to create a safe event for
61 runners for the third annual running of the race. The date of the race is April 16, 2023; this will be the day
62 before the Boston Marathon.

63
64 Chief Carron addressed the Board and stated that he does have a concern about crossing North Lowell
65 Road. Chief Caron stated that he is concerned about filling the positions to cover the details at the road
66 crossing but he does see this as a successful event and he does appreciate the additional signage provided
67 by the race coordinators. Mr. Hohenberger asked if the volunteers at road crossings needed to be officers.
68 Mr. Mortimer and Chief Caron stated that they do not need to hire police officers; they can use flaggers
69 but they prefer to work with local police when possible. Chief Caron and Mr. Mortimer are in agreement
70 that they would recommend the use of blue lights on North Lowell Road.

71
72 Mr. McLeod stated that he did have discussions with Mr. Samsel prior to the meeting and the fact that last
73 year was so successful, he is in support of the race.

74
75 **A motion was made by Mr. McLeod to approve the use of the rail trail in Windham for the Cheap**
76 **Marathon Road race on April 16, 2023. Seconded by Mr. Hohenberger. Vote 5-0. Motion passes.**

77
78 Chief Caron addressed the Board to discuss the option of adding a 5th full time dispatcher to the
79 department. Chief Caron stated that he has one dispatcher who is out on long term disability, another
80 dispatcher who will be on maternity leave in the coming months and another dispatcher who will be
81 leaving to fill another position in the town. Chief Carron stated that this scenario happened in 2021 as
82 well. Chief Caron stated that creating a 5th dispatch position would help to create a larger pool of
83 workers. Chief Caron would like the Board to consider a fifth dispatcher for this year. This is a lot to
84 consider, he understands that. Chief Caron asked that Board to consider the well being and mental health
85 of the current work force and the fatigue factor of the staff.

86
87 Mr. Hohenberger stated that a potential new position has always been put on a warrant. Mr. Breton asked
88 if it needed to be put on a warrant. Chief Caron stated that there is a 5th position but it is not currently
89 funded; it is in the current contract. Mr. McCarthy stated that a new position is not being created; it is an
90 existing position. Chief Caron stated that he does not have the ability to train this person until later this
91 year. Chief Caron stated that he will need to sit down with the union to see how that might go.

92
93 Chief Caron stated that he has started discussion contracting this with another town yet this would not be
94 his first choice. Chief Caron would like to keep the lobby open 24 hours a day. There are many aspects of
95 the parking lot and the lobby have been used as a safe haven and a child drop off for the community.
96 Chief Caron stated that the dispatchers are aware of the areas in town and to utilize another town may
97 impact the quality of service.

98

99 Mr. McLeod stated that he does support having a person at the police station 24 hours a day. Mr. McLeod
100 would support any budget work that might allow for a 5th dispatcher. When asked, Chief Caron stated
101 that he was not in a position to decide which was “more important”, an SRO officer or a dispatcher.
102

103 Chairman Partington asked what the likelihood was that this position would be filled.
104

105 Officer Shane Marisola addressed the Board. Officer Marisola stated that the evening dispatcher is only
106 able to work 2 shifts a week and that person works another full-time job; that part time employee cannot
107 be ordered in. The part time position cannot be filled.
108

109 Chief Caron stated that the cost would be about \$13,000 for the year if this person was brought on in
110 September. The concerns are that bringing it forward in 2024, then that position would need to be filled
111 and it would take a whole year.
112

113 The Board would like to see a full report in how the position might be funded moving forward.
114

115 Mr. McLeod stated that this is a valid request and like Mr. Breton, he does not need anymore information.
116 Mr. McLeod stated that it might not be the same board that this proposal might come for.
117

118 **A motion was made by Mr. McLeod to support the proposed dispatcher position with the**
119 **additional funding in the budget as presented. Seconded by Vice Chair Simmons.**
120

121 Mr. Hohenberger would like more information about where he might have missed this item.
122

123 **Vote 3-2. Motion passes. Mr. Hohenberger and Chairman Partington opposed.**
124

125 The Board will continue to review the ARPA funds list.
126

127 **A motion was made by Mr. Hohenberger to enter non-public under RSA 91-A:3 II (a).Seconded by**
128 **Vice Chair Simmons. Roll call vote: Chief Partington, Vice Chair Simmons, Mr. Hohenberger, Mr.**
129 **McLeod, and Mr. Breton- yes. Vote 5-0. Motion passes.**
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131 Respectfully submitted by Anitra Lincicum