

BOARD OF SELECTMEN MEETING
Minutes of July 13, 2020

CALL TO ORDER: Chairman Ross McLeod called the meeting to order at 7:05 pm. Selectman Roger Hohenberger was present in the meeting room; with Mr. McLeod, Selectmen Heath Partington and Jennifer Simmons in attendance via Zoom Conference. Selectman Bruce Breton and Town Administrator David Sullivan were excused.

Mr. McLeod opened with the Pledge of Allegiance, then read a statement relative to the Governor's Executive Order 2020-04 #12, which authorizes the Board of Selectmen to meet electronically provided public access is available via telephone or electronic means. He read the access phone number, text message number, and email address available for use by the public. Mr. McLeod then conducted a roll call of all participants to ensure they were conferencing in alone; which each confirmed.

ANNOUNCEMENTS/LIAISON REPORTS: Mrs. Simmons noted the Town Beach is open and residents can obtain passes at the beach. PopRoks will be at Griffin Park the following evening and the Walking Gourmet will also be there from 5:30P to 7:30P; on 7/29 the Senior Center will be sponsoring Nicole Knox Murphy on the Town Common.

Mrs. Simmons advised the EDC had met the previous Friday, and Community Development Director Rex Norman is updating the TIF presentation in response to the Board's 6/15 questions/concerns.

Chief McPherson advised that he and Mr. Sullivan have been filing for grant reimbursements as previously discussed, and he had been notified that Homeland Security has approved \$14,391.50 of the \$19,000 in expenses submitted; adding the balance will now be filed on the Goffer side. He noted Windham had been the first NH town to file, and it was a fairly easy process. Brief discussion ensued.

EAGLE SCOUT PROJECT: Chief McPherson advised that Nate Campbell of Troop 266 was present with a proposal to resurrect the Town's Smokey the Bear sign. Mr. Campbell, Senior Patrol Leader of Troop 266, explained his plan is to rebuild the sign with better materials, that hopefully will last a couple of decades, including pressure treated wood and other high quality materials. He explained the sign will be further up on Fellows Road and will be one-sided; visible as one enters from Route 111.

Mr. Hohenberger sought clarification as to whether it will be visible from Route 111, and Chief McPherson replied in the affirmative; clarifying it will be set at an approximately 45 degree angle between the two driveways to the Station.

Discussion ensued regarding using good quality primer/paint, beautification of the sign by the Department in the future, Mr. Campbell's fundraising efforts towards the estimated project cost of \$500, and his coordination with the Chief throughout.

It was the consensus of the Board to support Mr. Campbell's proceeding with the project as discussed, and thanks were extended to him.

DROUGHT STATUS/OUTDOOR WATERING REGULATIONS & RESTRICTIONS: Mr. McLeod summarized the following hearing notice for the record: *"As part of their regularly scheduled meeting on July 13, 2020 the Board of Selectmen will discuss the following:*

- *Proposed amendments to #WIN 2:00:27:16, "Regulation Restricting Residential Outdoor Lawn Watering" to include, among other things, incorporation of commercial properties in accordance with NH RSA 41:11-d as amended. A redline of the proposed document is available for review on the Town website, WindhamNH.gov, under the meeting notice on the Town calendar.*
- *Implementation of mandatory outdoor watering restrictions in accordance with Section IV of said Regulation, as amended.*

The meeting will take place at the Community Development Department beginning at 7:00 PM, and public input is welcomed. As the date approaches, please refer to the Town website for information regarding any Covid19 procedures that may remain in effect at that time.”

He then noted that the Board’s suggested changes from the previous meeting had been incorporated and, after brief discussion Mr. Partington moved and Mr. Hohenberger seconded to adopt the Regulations as amended. Roll call vote – all “yes”.

Discussion then moved to the possible implementation of water restrictions, with Mr. McLeod noting that the Town is currently in a moderate drought and the Board could either do nothing or impose any of the restriction levels; 1, 2 or 3.

After further discussion regarding the levels and actions taken by the Board in response to the drought in 2016, Mr. Hohenberger moved and Mr. Partington seconded to implement Level 1 restrictions.

Mr. McLeod clarified that Level 1 restrictions permit the following:

- 1) Outdoor lawn watering by odd numbered addresses is allowed on odd numbered days.
- 2) Outdoor lawn watering by even numbered addresses is allowed on even numbered days.
- 3) Outdoor lawn watering shall not occur between the hours of 8AM and 8PM.

He confirmed the restrictions do apply to commercial properties, as well, in accordance with the amended regulations; with Mr. Partington further clarifying that the following are exempt: 1) The grass playing turf of a recreational field; 2) grass playing surfaces of a golf course, and; 3) grass agricultural fields, including fields used for the production of sod.

Roll call vote - all “yes”.

USE OF PUBLIC SAFETY IMPACT FEES: Mr. McLeod noted a request had been received for approval to expend \$5,420.75 in police impact fees towards the Animal Control facility.

Captain Caron explained the funding was to purchase three combination locks, similar to those used at the Police Station, and the sign which has already been installed. In addition, repairs to the septic system were required, as the pipe from the building to the system had been damaged and needed to be re-sleeved, and to the fiber optic running from the PD to the building which needs to be terminated and replaced; adding the latter will provide access to the Town network, internet, and phones and provide the availability for future surveillance. Captain Caron noted that the IT Director had indicated the location could also be used as an offsite backup for the Town network.

Mr. Hohenberger moved and Mrs. Simmons seconded to approve the expenditure of \$5,420.75 for repairs to the Animal Control facility, and that these funds be taken from the police impact fees. Roll call vote – all “yes”.

Captain Caron advised that the interior of the building is complete and the outbuilding, which was delayed due to COVID, had been delivered that day. He noted the facility should be up and running in a week or so, after which he will have a presentation for the Board.

CORRESPONDENCE: Timber tax warrant, lot 7A-411 and 412 in the amount of \$200.66.

Mr. Hohenberger moved and Mrs. Simmons seconded to approve issuance of the timber tax. Roll call vote – all “yes”.

MINUTES: None.

OLD/NEW BUSINESS: None.

NON-PUBLIC SESSION: Mr. Hohenberger moved and Mrs. Simmons seconded to enter into nonpublic session in accordance with RSA 91-A:3 II a and e. Roll call vote – all “yes”. The Board and Human Resource Director Paula Carmichael were in attendance.

The legal matter was postponed to July 20, as Attorney Campbell was not available on this evening. Mr. Sullivan will follow-up to coordinate same.

An employment matter was reviewed. Mr. Partington moved and Mrs. Simmons seconded to authorize the Town to begin work with Primex on an employment liability claim and worker’s compensation claim settlement. Roll call vote – all “yes” save for Mr. Hohenberger.

Mr. Partington moved and Mrs. Simmons seconded to seal this portion of the minutes. Roll call vote – all “yes” save for Mr. Hohenberger.

Mr. Hohenberger moved and Mrs. Simmons seconded to exit the nonpublic session. Roll call vote – all “yes”.

Mr. Hohenberger moved and Mr. Partington seconded to adjourn. Roll call vote – all “yes”.

Meeting was adjourned at 7:50 PM.

Respectfully submitted,

Wendi Devlin, Administrative Assistant
Paula Carmichael, Human Resources Coordinator