

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34
35
36
37
38
39
40
41
42
43
44
45
46

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

Attendance:

Chairman Heath Partington- present
Vice Chair Jennifer Simmons- present
Bruce Breton- present
Roger Hohenberger- present
Ross McLeod- present

Staff:

Brian McCarthy- Town Administrator
Paula Carmichael- Human Resources Director

Old/New Business

Mr. McLeod stated that Town Voting Day will be next Tuesday from 7 am to 7 pm at the high school.

Ms. McCarthy stated that the town reports are out and available at all town buildings,. Mr. McCarthy stated that the Voter's Guide is out and online. The Voter's Guide has materials related to the election and describes each warrant article. Mr. McLeod had questions about the Voter's Guide and if this is presented to the voters from the Board because this has not been done in the past. Mr. McLeod asked about the total town operation budget and if it was 16.7% or 31%; there were two different amounts in two different locations on the document.

Museum Trustee

Ms. Linda Janulis addressed the Board. Ms. Janulis stated that she enjoys working with children and looks forward to incorporating more children and hands on activities at the museum. Ms. Janulis mentioned scavenger hunts with the Boy Scouts which was a helpful activity to get the children involved at the museum. Ms. Janulis stated that making the activities more age appropriate has also been very helpful to engage participation. Ms. Janulis stated that they will be trying to use technological aspects in the scavenger hunt. Ms. Hohenberger stated that Ms. Janulis' resume was impressive.

A motion was made by Mr. Breton to appoint Ms. Linda Janulis to a 3 year term as a Museum Trustee. Seconded by Mr. McLeod. Vote 5-0. Motion passes.

Public Hearing

Chairman Partington opened the public hearing.

47 The Board discussed the Ashton Park Road. There was \$11,000 put aside with \$10,000 for maintenance
48 per the ordinance and \$1,000 for fees.

49
50 Chairman Partington invited public comment; there was none.

51
52 **A motion was made by Mr. McLeod to accept Ashton Park Road from Station 0+00-14+00 as a**
53 **public road. Seconded by Mr. Breton. Vote 5-0. Motion passes.**

54
55 **A motion was made by Mr. Breton to post the speed limit for Ashton Park Road at 25 miles per**
56 **hour. Seconded by Mr. Hohenberger.**

57
58 Mr. McLeod asked if either Mr. Breton or Mr. Hohenberger is aware of any speed study that would allow
59 the speed limit to be posted for less than 30 miles an hour. Mr. McLeod will not support this motion.

60
61 **Vote 2-3.**
62 **Motion fails.**

63
64 **A motion was made by Mr. Breton to release the funds of \$11,000 Under Section 903.6 of the**
65 **Windham Subdivision Regulation for maintenance and fees for Ashton Park Road. Seconded by**
66 **Mr. Hohenberger. Vote 5-0. Motion passes.**

67
68 Donation

69
70 Assistant Chief Steve Brady addressed the Board. Assistant Chief Brady thanked the Zohdi family for the
71 generous donation of the equipment. Assistant Chief Brady stated that this is very helpful for the EMS
72 staff in the field and what we can offer to Windham residents.

73
74 **A motion was made by Mr. Breton to accept the donation of EMS Equipment (2- Portable**
75 **Ultrasonography and Associated Equipment) in the amount of \$5,944.00 with gratitude to the**
76 **Zohdi family. Seconded by Mr. Hohenberger. Vote 5-0. Motion passes.**

77
78 Congressional Grant Funding

79
80 Chief Caron addressed the Board. Chief Caron has been researching congressional directed funding (a
81 federal grant) along with Assistant Chief Steve Brady; there will be no matching funding, it will be fully
82 funded if approved. Assistant Chief Brady stated that it will increase operability within the town and can
83 also assist surrounding towns if needed. Chief Caron stated it would become available October 1st, 2023.
84 The requested amount would be \$418,818.00.

85
86 **A motion was made by Mr. Breton to apply for the federal grant per Assistant Chief Brady and**
87 **Chief Caron and to allow the town administrator to sign any documents for the grant. Seconded by**
88 **Mr. Hohenberger. Vote 5-0. Motion passes.**

89
90 Assessing Abatement

91
92 Mr. Paul McKenney addressed the Board to discuss abatements.

93
94 7 Mitchell Road

95
96 Mr. McKenney stated that the property owner of 7 Mitchell Road realized they were being assessed for 3
97 shed and a kennel on the property. The structures have been removed from the property. After reviewing

98 the property, the assessment was reduced by \$16,200 for a total of \$572,600. It is recommended that the
99 abatement of \$320.11 plus any applicable interest be granted to the property.

100
101 **A motion was made by Mr. Hohenberger to approve the abatement request for 7 Mitchell Pond**
102 **Road from \$572,600 to \$556,400 and allow the abate \$16,200 adjustment with an abatement of**
103 **#320.11 plus interest. Seconded by Mr. McLeod. Vote 5-0. Motion passes.**

104
105 41 Morgan St.

106
107 Mr. McKenney stated that the detached condominium was assessed higher than other living units in the
108 development according to the property owner. Upon inspection, it was found that there were a few minor
109 errors and the value and minor changes were granted. And the building gra \$637,100 \$606.06 be granted

110
111 A motion was made by Mr. McLeod to grant the abatement of the assessment for 41 Morgan St. from
112 \$667,800 to \$6 7,100 with an abatement of \$606.63 and applicable interest. Seconded by Mr.
113 Hohenberger. Vote 5-0. Motion passes.

114
115 Enterprise Drive

116
117 Mr. McKenney stated that the Letizio Tower is on a .1 acre lot. This property previously had a municipal
118 exemption code per RSA 75.1. The property changed ownership in 2018 and it no longer qualified under
119 the same exemption. Mr. McKenney stated that it might be able to qualify for an abatement under a
120 different RSA.

121
122 Mr. Breton stated that the Board can abate this for the good of the public and this has been done for
123 several years. Mr. Letizio has maintained the cul de sac. Mr. Breton would like to exempt this
124 permanently.

125
126 Mr. McLeod stated that he is not willing to give this a permanent abatement but he is willing to abate this
127 property on an ongoing basis. Mr. McLeod is willing to grant the abatement request from the applicant as
128 he has been a good steward.

129
130 Mr. Breton stated that they have paid for the taxes for the good of the public. Mr. Hohenberger stated to it
131 for a longer period of time would require a different application.

132
133 **A motion was made by Mr. McLeod to grant the abatement for the Letizio Tower for Tax year**
134 **2022, \$1,672.71 plus applicable interest. Seconded by Mr. Hohenberger. Vote 5-0. Motion passes.**

135
136 Body Worn Camera Grant

137
138 Captain Bryan Smith addressed the Board. Captain Smith stated that he is requesting the final acceptance
139 of the body worn camera grant related to this year's warrant article, Article 3. Captain Smith spoke with
140 grant management and if the grant does not pass, it is as simple as writing a letter. Mr. Hohenberger stated
141 that under payment schedule B, it is 50% of eligible cost. Officer Smith state that the grant is limited to
142 \$50,000.

143
144 Officer Smith stated that the grant can be 50% of the total project of up to \$50,000. Captain Smith stated
145 that they would pay 50% of what we pay every year until we expend \$50,000 or \$10,000 over the 5 years.

146
147 **A motion was made by Mr. McLeod to accept the grant process for the body worn camera**
148 **continent upon the acceptance of the warrant article passing, Article 3. Seconded by Mr.**

149 **Hohenberger. Vote 5-0. Motion passes.**

150

151 Boat License Renewal Request

152

153 Mr. McCarthy stated that Nault's had applied for the boat license in the past but never followed through
154 with the process. Mr. McCarthy stated they are looking to sell boats as they did in 2021. Mr. McCarthy
155 stated that they are looking to sell boats and collect some fees.

156

157 **A motion was made by Mr. Hohenberger to grant Nault's to be a boat agent and to collect fees:**

158

159 **1. Registrations are limited to new registration on boats and watercraft purchased from**
160 **Nault's.**

161

162 **2. All boat fees collected, less any agent or State fees, shall submitted weekly to the Town**
163 **Finance Department as required by RSA 72-A:5.**

164

165 **Seconded by Mr. McLeod. Vote 5-0. Motion passes.**

166

167 Mr. McCarthy thanked Vice Chair Simmonds for her service to the town.

168

169 Engine 1

170

171 Chief McPherson stated that the RFP to sell Engine 1 had no bids. The Chief would like to allow the fire
172 department to put the vehicle out to bid on gov deals which Mr. Senibaldi has used several times to sell
173 town . Chief McPherson stated that they would suggest they start a bid at no less than \$50,000 as they
174 would be in the ballpark of other vehicles of that age and use.

175

176 Chief McPherson stated that every bay of the fire station is full and they cannot put the engine outside and
177 they need the space for equipment and trucks.

178

179 **A motion was made by Mr. Hohenberger to authorize Chief McPherson to advertise Engine 1 for a**
180 **minimum bid of \$50,000. Seconded by Vice Chair Simmonds. Vote 5-0. Motion passes.**

181

182 **A motion was made by Mr. McLeod to approve the January 30th draft minutes as amended.**

183 **Seconded by Mr. Hohenberger. Vote 5-0. Motion passes.**

184

185 **A motion was made by Mr. McLeod to approve the February 6th draft minutes as amended.**

186 **Seconded by Mr. Hohenberger. Vote 5-0. Motion passes.**

187

188 **A motion was made by Mr. Hohenberger to enter non public under RSA 91-A:3 II (a & b)**

189 **Seconded by Mr. McLeod. Roll call vote: Mr. Hohenberger, Mr. McLeod, Chairman Partington,**
190 **Vice Chair Simmons, Mr. Breton- yes. Vote 5-0. Motion passes.**

191

192 Respectfully submitted by Anitra Lincicum