



TOWN COUNCIL – AGENDA REQUEST FORM

THIS FORM WILL BECOME PART OF THE BACKGROUND INFORMATION USED BY THE COUNCIL AND PUBLIC

Please submit Agenda Request Form, **including back up information, 8 days prior** to the requested meeting date. **Public Hearing requests must be submitted 20 days prior to requested meeting date to meet publication deadlines** (exceptions may be authorized by the Town Manager, Chairman/Vice Chair).

MEETING INFORMATION

Date Submitted: August 3, 2018
Submitted by: Town Manager Eileen Cabanel
Department:
Speakers:

Date of Meeting: August 16, 2018
Time Required: 20 minutes
Background Info. Supplied: Yes: No:

CATEGORY OF BUSINESS (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Appointment:	<input type="checkbox"/>	Recognition/Resignation/Retirement:	<input type="checkbox"/>
<i>Public Hearing:</i>	<input type="checkbox"/>	Old Business:	<input checked="" type="checkbox"/>
New Business:	<input type="checkbox"/>	Consent Agenda:	<input type="checkbox"/>
Nonpublic:	<input type="checkbox"/>	Other:	<input type="checkbox"/>

TITLE OF ITEM

Watson Park Fencing Proposal [Continued from the July 19, 2018, Town Council meeting]

DESCRIPTION OF ITEM

The Town Council to discuss and consider fencing options for the Watson Park parking lot.

REFERENCE (IF KNOWN)

RSA:	Warrant Article:
Charter Article:	Town Meeting:
Other:	N/A

EQUIPMENT REQUIRED (PLEASE PLACE AN "X" IN THE APPROPRIATE BOX)

Projector:	<input type="checkbox"/>	Grant Requirements:	<input type="checkbox"/>
Easel:	<input type="checkbox"/>	Joint Meeting:	<input type="checkbox"/>
Special Seating:	<input type="checkbox"/>	Other:	<input type="checkbox"/>
Laptop:	<input type="checkbox"/>	None:	<input type="checkbox"/>

CONTACT INFORMATION

Name:	Eileen Cabanel	Address:	6 Baboosic Lake Road
Phone Number:	424-2331	Email Address:	ecabanel@merrimacknh.gov

APPROVAL

Town Manager: Yes No: Chair/Vice Chair: Yes No:
Hold for Meeting Date: _____

1 Councilor Harrington commented on the prior practice suggesting that is the path to take. Councilor
2 Boyd indicated concern with the issue of asbestos and the mitigation that would be required. The
3 Town would be asked to incur the cost to address that. Town Manager Cabanel spoke of additional
4 work that needs to occur. If the Council has an interest in Town staff pursuing this, the materials can
5 be tested to determine if asbestos, and, if that is the case, an estimate could be sought. When all of the
6 information is known it could be brought before the Council.

7
8 Mr. Bailey questioned the will of the Council with regard to a cost share (50/50) for the cost of
9 removal, if found to be asbestos.

10
11 **MOTION made by Councilor Thornton and seconded by Councilor Harrington to consider the**
12 **sale of a small Town-owned landlocked parcel known as tax map parcel 6E-1/015-1, to a direct**
13 **abutter of the property, in accordance with RSA 47:5, contingent upon findings and legal**
14 **concerns that may result from further review of the parcel. MOTION CARRIED 7-0-0**

15 16 **2. Watson Park Fencing Proposal**

17 Submitted by Town Manager Eileen Cabanel

18 The Town Council to discuss and consider fencing options for the Watson Park parking lot.

19
20 During the Retreat, the Council spoke of updates/enhancements desired for Watson Park. Councilor
21 Albert spoke of fencing he had seen in another park that he believed would make Watson Park more
22 attractive as well as prevent the parking that occurs on the parcel itself. During the 4th of July holiday,
23 a deplorable mess was left at Watson Park, which spurred the discussion of having a fence erected.
24 Funds are available from the FY18 budget.

25
26 The plan, along with a few fencing options, went before the Parks and Recreation Committee. The
27 Committee stated the desire for the appearance to be a little less industrial and more attractive. They
28 also wanted to make the parking lot area larger. The difficulty in this parcel is the restrictions
29 imposed. Any work on the property requires a Soil Management Plan be prepared and approved by the
30 State. The Soil Management Plan Director Fox has done for the other amenities being discussed for
31 Watson Park includes this area, and would, therefore, negate the need to postpone the fencing to have
32 such a plan done.

33
34 Although important for the park to be looked at as a whole, at this time, there is not a Soil Management
35 Plan for the entire park. It is believed Director Fox will seek to get the 80% Federal match to have a
36 plan done as part of the Souhegan River Trail project. It is hoped that plan could be inclusive of the
37 entire parcel.

38
39 Town Manager Cabanel stated her support of the plan, as endorsed by the Parks and Recreation
40 Committee.

41
42 Director Fox stated he and Matt Casparius, Director, Parks and Recreation Department, attended the
43 meeting of the Parks and Recreation Committee the prior evening. The committee was provided with
44 information on numerous types/designs of fencing. The Committee made two motions. The first was
45 to expand the parking area (additional 10 spaces). If maintaining existing configuration, it would
46 equate to about 50' additional length.

47
48 When erecting fences around fields the primary purpose is to keep vehicles off the parcel. They locate
49 5' gaps in the fence to allow pedestrians key access points to the park. At the end of the parking area

1 would be a 10' steel gate. That allows Town staff to get past the fence to maintain the parks as well as
2 emergency vehicle access. The second motion was with regard to the style of fencing. The Committee
3 was in favor of the look of the fence at the Abbie Griffin Park. That is a vinyl fence that is not very
4 sturdy. The department promotes something that provides that look, but is more durable, e.g., instead
5 of hollow vinyl rails, wooden rails with vinyl sleeves. When asked if the proposed extension would
6 infringe on the volleyball court/ice rink area, Director Fox stated it would only be 50' longer. It would
7 not impact that area. Councilor Albert stated concern with the durability given the amount of use the
8 park gets. Director Fox stated he would not bring an option forward that was not durable.

9
10 Both the kiosk and the porta potty and enclosure would have to be relocated with the increase to the
11 parking lot. Councilor Boyd questioned the depth of the kiosk into the ground noting mitigation that
12 was done onsite and the requirement that no digging be done beyond 2'. Director Fox stated any
13 activities that occur on the property have to comply with the Approval Use Required (AUR) document.
14 In that document, it states that anything the Town does on the property requiring excavation deeper
15 than 2', requires a Soil Management Plan. A consultant was hired to develop a Soil Management Plan
16 for a number of different projects the Council has been discussing, e.g., volleyball courts, skating rink,
17 bringing water down to the skating rink, and for this fencing project. The NHDES approved it a few
18 weeks ago.

19
20 Councilor Boyd spoke of the fencing at Bishop Field, which he believes to be a more appropriate style
21 of fencing for Watson Park. Chairman Rothhaus stated the desire to understand the maintenance
22 aspect and the cost. Councilor Thornton stated agreement with Councilors Boyd and Albert with
23 regard to the durability aspect. He questioned maintenance. Director Fox stated the maintenance to be
24 minor. The style fencing can be found at Veterans Park and a number of other parks around Town;
25 kind of the park standard.

26
27 Councilor Healey stated agreement with Councilor Boyd that the white at Abbie Griffin looks really
28 good. For this area, she prefers the more natural look. She questioned how far up the driveway the
29 extension goes. She spoke of having a family member who tried to go to Watson Park during the 4th of
30 July weekend to walk her dogs. There was an overabundance of cars from Massachusetts, and they
31 were all parked on the lawn. She believes fencing needs to travel up more toward the road. Director
32 Fox stated that is what is being proposed; the cost of linear footage was based on bringing the fence up
33 the slope to the butterfly garden, they would leave a gap for the butterfly garden, but then it would
34 continue further up towards D.W. Highway.

35
36 Councilor Harrington remarked this is a parking lot and cars will end up denting the fence. Although
37 she likes the white, it is really not functional for what is needed.

38
39 Vice Chairman Koenig stated he does not believe the pattern that was shown as an example really
40 exemplifies a Town Center. What he was hoping was to move towards a better pattern instead of these
41 2 x 6 rails going across 10' long spans to 6 x 6 posts; to do something that looks a little more New
42 England, a little more split rail fence with the diagonally placed 4 x 4 rails. They can be wood, painted
43 brown, etc. With the cost of maintenance with snow plowing, concern about cars bumping into them,
44 etc. it may be better to go with the heavier duty posts.

45
46 He believes within 10 years we will want to expand that parking lot or modify it and will have to pull
47 this fencing up and redo it. He does not believe fencing that will last 50 years is needed. Since the
48 Parks and Recreation Committee has already requested it be extended he definitely believes there is a

1 need. He has concerns regarding who is using the parking lot. He is of the opinion the fencing at
2 Bishop Field is more industrial and doesn't really fit the Town Center as well.

3
4 Councilor Albert spoke of the winter maintenance and plowing of the lot. He questioned if a front-
5 end loader may have to be used to address snow once the fence is erected. Director Fox stated the
6 fence would be constructed in such a way that they would be able to maintain the lot, e.g., would not
7 crowd the fence right up to the asphalt area (likely leave 5' all around).

8
9 Director Fox indicated he would visit a fence company and bring back ideas that are durable, long
10 lasting, and attractive.

11
12 Councilor Harrington questioned chaining the picnic tables, etc., noting the items were moved during
13 the 4th of July holiday. Director Fox stated they can be chained; however, that would not guarantee the
14 items would not be moved. Director Fox spoke of a new style (heavier) table that will be seen in the
15 parks.

16
17 Councilor Albert commented one way to protect a specific area is to create better visibility. He
18 questioned if there is a means of mitigating some of the brush along the shore to create that visibility.
19 Director Fox stated the area can be walked with Chief Roy and her staff to determine if there are areas
20 where pruning would be advantageous. Once the Souhegan River Trail project is completed the whole
21 area by the Chamberlain Bridge will be cleared of brush. Chief Roy has been copied on the emails
22 relating to increased activity at the park and has indicated patrols will increase in the area.

23 24 **3. Investment Policy**

25 Submitted by Finance Director Paul T. Micali

26 The Town Council to review and consider the approval of the Town's Investment Policy, for the
27 investment of public funds held by the Town Treasurer, in accordance with RSA 35:9 and RSA
28 41:29 for FY 2018-19.

29
30 State Statute requires review and approval of the Investment Policy on a yearly basis. The policy has
31 remained unchanged and is fairly restrictive. Assistant Town Manager/Finance Director Micali stated
32 he does not talk to any bank if they are not offering 100% collateralization of Town funds. Were a
33 bank to come forward with an unbelievable rate, the investment policy allows the Town the ability to
34 consider unsecured deposits and investments.

35
36 **MOTION made by Councilor Harrington and seconded by Councilor Koenig to approve the**
37 **Town of Merrimack Investment Policy for the investment of public funds held by the Town**
38 **Treasurer, in accordance with RSA 35:9 and RSA 41:29 for FY 2018-19. MOTION CARRIED**
39 **7-0-0**

40 41 **4. Fiscal Year End Review**

42 Submitted by Finance Director Paul T. Micali

43 The Town Council to consider the authorization of a request to transfer \$7,500 from the Fire
44 Department's budget to the Welfare Department's budget to cover Welfare's overspent budget, in
45 accordance with RSA 32:10.

46
47 Town Manager Cabanel remarked it had been expected the Police Department's budget would be over
48 because of the approval of the new officers. As a result of the timing of retirements and new hires, that
49 is not the case. A similar scenario played out in the Fire Department resulting in a year-end surplus.