

MINUTES OF THE JULY 20, 2009 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Chairman David Canada, Selectmen Bruno Federico and Tim Copeland, and Town Administrator Paul Deschaine.

Also present were Nate Merrill and Janet Johnson who are members of the Planner Search Committee.

The meeting opened at 6:34 PM. Mr. Canada moved to go into non-public session to discuss the results of the interviews for the Town Planner with the hopes of hiring the Town employee. Mr. Canada also stated that another purpose for the non-public session was to discuss the potential acquisition of Town property. That discussion would not occur with members of the Planner Search Committee. Mr. Copeland seconded the motion, which passed unanimously. At 7:30 PM, Mr. Canada moved to come out of non-public session and to seal the minutes due to the discussions of hiring a new employee and the negotiations for the potential acquisition for Town property. Mr. Copeland seconded the motion, which passed unanimously. Mr. Canada then opened the regular meeting.

TREASURER'S REPORT: Town Treasurer Kevin Peck reported that he had \$186,826.10 in the general checking account. He also stated he had \$6,500,000 invested.

DEPARTMENT REPORTS:

Recreation/Parks: Tara Barker reported on the Recreation Revolving Fund and the associated activities with that fund.

Ms. Barker also reported on the status of the irrigation system at Stevens Park. It has not been needed until now because of the recent rains. She also reported that portions of the soccer fields needed to be over-seeded in places of high use, like around the goals. She is obtaining quotes for that work. Mr. Deschaine suggested that a line from the irrigation system be extended to the softball field area while the trenching for the road to the new ball field occurs. Ms. Barker and Fred Hutton will coordinate on that installation.

Ms. Barker informed the Board about the playground sign at Stevens Park and that it will be ordered tomorrow. Mr. Copeland asked if all the names of the Playground Committee members were being placed on the sign. Ms. Barker said that the Recreation Commission agreed to include the names and to pay for it. The costs associated with the sign were \$997. It will be a brown and green composite sign that is esthetically pleasing and durable.

Ms. Barker then updated the Board concerning construction of the Babe Ruth Baseball Field. The field has been staked out with the help of Bruce Scamman. John Bell, the contractor for the project, now thinks that we will not need to cut the trees between the baseball field and the property on the western side near the outfielders. She also stated that they believe there is enough fill onsite now to raise the field the adequate amount. Ms. Barker stated that the electrical conduit has been installed. Mr. Hutton said that they laid the conduit from the pump house to the

far end of the soccer field. Ms. Barker reported that the next meeting of the Stevens Park Advisory Construction Committee would be Thursday, July 23, 2009.

Ms. Barker noted that the new playground equipment has been delivered for Stratham Hill Park. It will be installed some time in late August or the beginning of September, at least some time after the Stratham Fair. Crow Construction has offered to assist in assembling the equipment again.

Ms. Barker related several issues concerning the rental properties that the Town manages. All of these issues have been handled by her Department.

Ms. Barker reported that the first two concerts of the Summer Concert Series had to be cancelled due to rain and inclement weather. The third concert went very well. Mr. Copeland complimented her on the event.

Ms. Barker reported that the level of Park vandalism has dropped off considerably since the detainment of the individuals responsible for previous vandalism.

Highway: Fred Hutton gave a report concerning the activities of his Department. Tim Slager and Mr. Hutton worked last week on the Stevens Park electrical conduit installation and are waiting to determine the final grades of the access road.

Mr. Hutton then reported that 508 tons of debris had been removed and disposed of because of last December's ice storm. He had apparently under-estimated the quantity in his report to the Board on July 6th.

Mr. Hutton then reported that the Crockett Farm subdivision drainage structures are all in. The guardrail was installed today and the curbing is in. The only thing left to complete in that subdivision is the topcoat of paving, a few directional signs, and a lot of miscellaneous small items on the punch list.

Mr. Hutton also noted that the pavement on Tansy Avenue was broken due to the level of truck activity accessing the Crockett Farm subdivision.

Mr. Hutton then reported that roadside mowing is almost half done. Once that is complete, Al Williams will also help in the construction at the Stevens Park ball field. He also noted that he had to order two front tires for the backhoe while working on the project.

The Board asked Mr. Deschaine if the expenditure limit of \$500 memo had been sent out to the various Departments. Mr. Deschaine said that it would go out very shortly.

Mr. Copeland asked Mr. Hutton if he had any extra portable radios. Mr. Hutton said that he did not have any that worked.

Mr. Canada informed Mr. Hutton of the Board's decision to continue to purchase bottled water if the water is bought at a local retailer at a cheaper rate. Mr. Federico asked if there was going to be any potable water at Stevens Park. Mr. Deschaine explained that if potable water became available, that would create a public community water system. By doing so, additional State regulations would apply. The Board agreed that it would take up that issue at a later date.

Code Enforcement Officer/Building Inspector: Terry Barnes gave his monthly report. He stated that the owners of the Timberland building plan to start renovations of their building shortly. They are also updating the signage, which includes the sign for Lindt Chocolate. Lindt is reviewing the proposed signage.

Mr. Barnes reported that the owner at 128 Winnicutt Road has established a landscaping business without the benefit of a home occupation at that location. They will be applying to the Board of Adjustment for a home occupation at that site.

Mr. Barnes then reported that a neighbor of 14 Roby Jewell Lane has filed a complaint about a greenhouse being built by the owner without a building permit. His main complaint is that he feels that the greenhouse does not meet the front setback requirements. Consequently, the owner of the greenhouse will be applying to the Board of Adjustment for a Variance.

Mr. Barnes noted that Colleen Lake has inquired about a foundation-only building permit. Mr. Barnes did not object if the lot lines have been adequately established. The Board asked how long a foundation can sit without the subsequent construction occurring. They also questioned with allowing the foundation, whether that constituted substantial completion for a project. Mr. Barnes stated if they are issued a permit, it is good for six months to start, and once they start, they have one year to finish under that permit. The Board continued to express concerns that the foundation would go in and it would go no further. Mr. Barnes said if a foundation is left over the winter months, it could be damaged and; therefore, not useful to the owner.

The discussion next turned to issues related to the construction of Heron Way. Specifically the rain gardens that are associated with each house to manage the storm water runoff were discussed. Lots that had been sold and built upon but did not have the rain garden established have been bonded until they are installed correctly. Mr. Barnes said there are at least two building permits left to be issued. If there are other issues to be addressed those building permits could be withheld.

Mr. Barnes reviewed other construction inquiries at the Staples Plaza, at the old AMD car dealership off Stoneybrook Lane and other commercial places.

Overall, residential construction has been very quiet.

Mr. Canada asked that Mr. Barnes keep track of the number of accessory apartments that are being requested and added it to his monthly report of the different types of building permits. Mr. Barnes agreed to do so.

Administration: Mr. Deschaine gave his weekly report.

The quotes for the HVAC system are still pending.

Mr. Deschaine updated the Board on the improvements that were going on in the cafeteria area of the Municipal Center. Mr. Federico asked about the problem with sound infiltration from the large room to the Hearing Room. He hoped that various solutions were being discussed.

Mr. Canada has been fielding additional inquiries from people interested in purchasing the Old Engine 2. He has two serious inquiries that have been made. He hopes to have formal responses and/or offers within the next ten days.

The Board then discussed the Candidate's Profile and Challenge Statement created to support the search process for hiring a new Police Chief. Mr. Deschaine asked if the Board was willing to accept the current draft of the statement so he could communicate that to Municipal Resources, Inc. The Board concurred that the current draft was acceptable to them.

There was a discussion regarding a proposal for upgrading the two public bathrooms in the Municipal Center. The Board took no action pending more information on the work that has already been committed to.

OLD BUSINESS:

Mr. Deschaine reported that the Planning Board has recommended Bob Goodrich for reappointment as a Commissioner to the Rockingham Planning Commission. Mr. Canada moved and Mr. Copeland seconded to appoint Bob Goodrich to the Rockingham Planning Commission. The motion passed unanimously.

Mr. Canada stated that the revenue shortfalls projected in building permits this year could possibly amount to \$50,000. However, the loss in State revenues has not been as monumental as first thought. They could be easily handled within the current fund balances. He felt that if the Board continued its oversight of expenditures, the budget should stay within the budgeted levels. Mr. Federico expressed the concern that if we had any other employees of the Town retire, it could put a strain on the budget. Mr. Canada did not anticipate any further retirements so he did not share that concern.

Mr. Canada asked if the \$500 limitation on expenditures without Board of Selectmen review was appropriate. The other Board members thought that the \$500 level was appropriate. As a consequence, the Board agreed that there was no further action warranted in light of the projected revenue shortfalls.

Mr. Canada wanted to publicly thank the Pocket Gardeners for their efforts in improving the esthetics in front of the Municipal Center and at the stage at the Stratham Hill Park. It was very well received and noted.

Mr. Canada noted that March 12, 2010 is the customary date of Town Meeting. He asked Mr. Deschaine to reserve the Stratham Memorial School for March 12, 2010 and March 19, 2010 as an alternate date.

NEW BUSINESS:

The Exeter Rotary Club presented a written request for a Raffle Permit. Mr. Copeland moved to issue the permit to the Rotary Club. Mr. Federico seconded the motion, which passed unanimously.

MEETINGS SCHEDULED THIS WEEK/MEETINGS TO REPORT ON:

The Chair then reviewed the meetings scheduled for the coming week and those that were held during the past week.

Mr. Deschaine summarized the construction meeting that occurred. In general, the discussion was limited to small logistical items and scheduling.

Mr. Canada reported that the Heritage Commission is contacting owners in the Town Center District to start a test of the Historical Inventory Project.

Mr. Federico reported that the Planning Board meeting included the creation of a Town Center Study Subcommittee. This subcommittee of the Planning Board will work on the details of the Transportation Enhancement Grant and also an eventual Master Plan much like the Gateway Commercial District Master Plan.

Mr. Canada reported that the interviews of applicants for the Town Planner's position were going well.

Mr. Canada also reported that the Public Works Commission has been concentrating on getting together an RFP for an engineering report concerning the fire suppression system in the Commercial District.

At 9:10 PM, Mr. Canada moved to go into non-public session to discuss further personnel issues. Mr. Copeland seconded the motion, which passed unanimously. At 9:20 PM, Mr. Copeland moved to come out of non-public session and to seal the minutes due to the personnel issues discussed. Mr. Federico seconded the motion, which passed unanimously. At 9:21 PM, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Norma Corrow
Recording Secretary

Paul Deschaine
Town Administrator