

MINUTES OF THE AUGUST 16, 2010 BOARD OF SELECTMEN'S MEETING

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

At 7:30 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that he had \$5,079,985.51 in the general checking account.

DEPARTMENT REPORTS:

Police Department: Chief John Scippa was present to report on the Police Department's activities. Mr. Canada asked as to the status of the State Police getting back to Mr. Scippa on the Fire Tower repairs. Mr. Scippa said Jim Kowalik, the State Police radio Coordinator, was going to contact Mr. Deschaine directly. Mr. Scippa will follow up on this matter and report back to the Board at a future date.

At 7:35 pm, Mr. Canada moved to go into non-public session to discuss a personnel matter. Mr. Federico seconded the motion, which passed unanimously.

At 7:45 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the personnel matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada stated there was some vandalism that took place at Stevens Park. Officer Michael Gobbi took the police report. Mr. Canada requested that the police patrol the area a bit more frequently during their regular patrols to hopefully prevent any future incidents.

Fire Department: Chief Stan Walker was present to give his monthly report. He stated the fencing that had been previously removed for the Fair has been replaced. Mr. Walker stated he estimated a net profit of \$20,000 from this year's Fair. Many of the Fair bills are still coming in. Mr. Canada stated he received feedback that everyone really liked the new ride vendor and the change in rides this year.

Mr. Walker stated that specifications for the proposed new tanker truck have gone out to three different vendors. The Review Committee has not yet heard any response as of this date.

Planning: Lincoln Daley was present to give his monthly report. He reported that the Stratham Subaru dealership had requested to construct a solar array structure on their lot. The Planning Board and Zoning Board (ZBA) met on August 4th to discuss that application. At that time, the recommendation to Subaru was to move the pole and the solar panel array as far away from the setback as possible so they would not have to require a variance. If they cannot do that, then they would have to continue the application process. As of right now, the application is still before the ZBA and Planning Board.

Mr. Daley discussed the application for Altid Enterprises at 100 Domain Drive for a 210-250 parking space expansion at the current facility. Mr. Daley stated that they requested a continuance to September 1st and the Planning Board will accommodate that request.

Mr. Daley then discussed the application involving the proposed cluster development on Bunker Hill Avenue. Mr. Daley has met with Whitney & Co., the proposed developer, regarding the revised design and they will appear before the Planning Board on September 15th for a preliminary consultation with the Planning Board.

Mr. Daley reported on the continuation of the Gateway Guidance Document, which provides additional detail on the approved zoning ordinance approved this past March. The hope is that the Planning Board will adopt the proposed document so it can be marketed to business owners and developers in the area.

Mr. Daley then reported on a number of potential Land Use Regulation amendments. Many of these stem from recent projects that came before the Planning Board. Mr. Daley stated it might be time to revisit the issue of performance bonds and put in language, which will allow the Town to access private property when the Town is obliged to take over performance bond money to complete a project after a developer's default.

Mr. Daley discussed updating our storm water management regulations. Dr. Robert Roseen from the UNH Storm Water Institute, a former Planning Board member, has offered his services to work with the Town to revise the storm water regulations going forward.

Mr. Daley stated as part of the Economic Development Committee meeting scheduled for tomorrow, they are enlisting the assistance of Mr. Andrew Smith, who is part of the Data Survey Center for UNH. The Committee decided it was important to create surveys geared towards residents, but also business owners and developers, to get a feel of what the pros and cons are of working and living in Stratham. Mr. Smith will be assisting the Town in creating those surveys.

Mr. Daley stated he is working on a build-out analysis of the Gateway District. There was previously a build-out analysis as it relates to the creation of a water distribution system in the Gateway District and its resulting demand for water. Mr. Daley stated he was looking more at a build up of density for the buildings in the District and the resulting square footage. This will permit an estimated assessed value be established as a result of the added density. Mr. Daley will be presenting those findings at the Economic Development Committee's meeting tomorrow evening.

Mr. Canada asked about the Traffic Study at the Town Center. Mr. Daley previously reported that the Town only received two bids because the insurance requirements were too high. Mr. Canada moved to limit the insurance requirement of our vendors to \$1,000,000 except when the project is going to exceed \$5,000,000 in costs. Mr. Federico seconded the motion, which passed unanimously.

At 8:10 pm, Mr. Federico left the room unavoidably.

Code Enforcement/Building Inspector: Terry Barnes was present to give his monthly report. He stated he had two ZBA cases last week that were granted: 151 Stratham Heights Road and 5 Vanessa Lane.

Mr. Barnes stated he met with Scott and Tom Cadieux. They are looking to downsize their furniture and rug business and possibly use a second floor for office space.

Mr. Barnes reported that his office is working on the initial contact for the Home Occupation list on an ongoing basis. He has received a lot of returns from people who have moved or no longer have the home occupation.

Mr. Barnes stated he met with Lincoln Daley, David Canada, and Beverly Kowalik in reference to reviewing Colleen Lakes Town Center Shops Project. He reported that the Project was moving forward at this time and they are actively working on that project.

Mr. Barnes received a call from Mike Konan, who is a manager with Keypoint Partners, in regards to the property at 100 Domain Drive. Mr. Konan requested a meeting with Mr. Barnes on Thursday at 10:00 am to discuss the first phase of renovating the section of the building that is in Stratham. Keypoint Partners serves as the marketers of the building.

Mr. Barnes reported that the ZBA had approved Accessory Apartments at 5 Vanessa Way and at 151 Stratham Heights Road.

Plans for dugouts at the Babe Ruth field were submitted and a building permit was issued (at no charge). Mr. Canada reminded Mr. Copeland, as the Selectmen's representative to the Stevens Park Construction Committee and as the Selectmen's representative to the Recreation Commission, that design elevations for the proposed snack shack need to be submitted to the Selectmen well before construction is scheduled to begin. Mr. Copeland indicated that he would see to this.

Mr. Barnes updated the Board on the current status of ongoing building inspections/issues.

Highway: Fred Hutton was present to give his monthly report. He stated all the yellow lines and white stop bars have been completed. They will be painting yellow striping for the Fire Lane by the front doors of the Municipal Center soon.

Mr. Hutton reported that they have been counting the loads of brush that come in to the Transfer Station each week. Last week there were approximately 26 loads of brush and this week there were approximately 36. Mr. Hutton stated that once chipped, the 36 loads ended up being smaller in volume than the 26 loads. Mr. Canada suggested figuring out what the total cost to the Town is for accepting brush in order to determine if a small fee would be necessary in the future for incoming loads of brush. Mr. Hutton reported it is difficult with just the one man at the Transfer Station. Mr. Canada suggested that they continue to gather data and will discuss this again in the winter time.

Mr. Hutton stated he is waiting to hear back from Dig Safe to clear the area by the Law farm on Frying Pan Lane before they can schedule a time to cut the pavement out and install the new pipe. The hope is that improved drainage will alleviate flooding from Stevens Park onto Law's hay fields.

Mr. Hutton stated the Town's supply of screened loam has been depleted. He has looked into renting a screener, but it would also be necessary to hire someone with a tractor to haul the screener. Mr. Hutton stated the rental of the screener would cost \$1,600 for the week, and the hiring of a tractor would be approximately \$500-\$600. Mr. Hutton is still looking into getting better pricing and potential cost sharing with Bell and Flynn. He will follow up on this matter and report his findings back to the Board.

Mr. Hutton stated there is a concern with pigeons in the salt shed. Mr. Hutton stated they would like to bring in a scissor lift and put chicken wire around the area in the rafters in an attempt to keep them out of the area. Mr. Hutton estimates this cost to be approximately \$600. Mr. Canada moved to authorize the Highway Department to spend up to \$1,000 to alleviate the pigeon problem. Mr. Federico seconded the motion, which passed unanimously.

The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

Mr. Federico returned at 8:58 pm.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following park permits and municipal center rentals were discussed and acted upon:

Peter Chiano requested the use of the Park for a family barbecue on August 21, 2010. The request was approved.

The First Baptist Church of Hampton Falls requested the use of the Park for a church picnic on September 5th. The request was approved.

The Seacoast Board of Realtors requested the use of the Park for their annual scholarship fundraising picnic on September 16th. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Verna Ball requested the use of the Municipal Center for a baby shower on October 23rd. The request was approved.

The Second Wind Foundation for Pulmonary Fibrosis requested the use of the Park for a fundraiser on September 25th. Mr. Copeland moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Administration: Mr. Deschaine presented a Letter of Support to the Board for their signatures. This letter will be sent with the Planning Commission's grant request on the statewide effort to apply for a Sustainability Grant. All members of the Board signed the letter.

Mr. Deschaine reported that the fence company is awaiting a response from the Town on the quote they provided last week for work at Stevens Park. They need to know the Town's decision before scheduling a time to do the work they promised as part of the previous contract. The current quote is for \$735 (\$250 for the tension wire and \$485 in labor to install.) Mr. Copeland moved to allow the fence company to install the tension wire as quoted. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine brought to the Board's attention that the Town was served with a lawsuit last week in reference to resident Bob Mitchell trying to quiet the title to his property. The development company for this property went bankrupt and as a result, they never paid the taxes on this piece of property and therefore, the Town issued a tax deed for it. At the time Mr. Mitchell purchased the property, he came before the Planning Board to request subdividing it, keeping a portion for himself. When Mr. Mitchell went to refinance, it was found that the tax deed notice was given to the wrong individuals. The Town of Stratham is named in the lawsuit because the Town is one of the parties that deeded the property to him. A hearing is scheduled for some time in October. Mr. Canada stated he does not see the need on spending money for an attorney to attend the hearing. There were no objections from the rest of the Board. No further action was taken.

Mr. Deschaine stated he spoke with David Short, who stated there was a private group he was affiliated with that had used the fields at Stevens Park last year, but they then had been asked to stop using the fields. Mr. Short asked if this group could use the soccer fields five times during a period between September and October and they would pay \$100 per use. The Board will entertain the request, but agreed that more information would be needed to make a decision.

Mr. Deschaine updated the Board on the Town computer system status. He reported that the system is back up and running at approximately 75%. All the proprietary software has not been installed, but the Avitar systems are back up and running so tax card information should be accessible. Two of the drives for the operating system were replaced and also the control board. Some of the security and back up systems have not been completed; however, the IT Department is actively working on it. It is unknown what caused this problem.

NEW BUSINESS:

Mr. Deschaine stated the Wiggin Memorial Library has requested a permit for a raffle to be conducted from September 1st to September 25th. All the proceeds will benefit the Library's Capital Campaign for the renovations in 2010. Mr. Canada moved to approve the raffle permit requested by the Library. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Canada reported that he met with Rob Hewins, who is a local landscaping contractor. Mr. Hewins has offered to do the newer type of aerating at the fields at Stevens Park as opposed to core aerating that was done previously. He would use his machine at no charge, but the

materials would cost approximately \$1,500 to repair about half of one field. Mr. Canada moved to accept the proposal for up to \$1,500 for the materials to aerate half the field and to accept Rob Hewins' offer to aerate all the fields. Mr. Copeland seconded the motion, which passed unanimously. Mr. Canada stated that Highway can do the core aeration and then Mr. Hewins could follow after them doing the newer aeration. Mr. Canada will check with the Recreation Commission to see if they agree with this.

Mr. Canada proposed directing Mr. Deschaine to complete the Employee Manual by August 30th. All Board members agreed. Mr. Canada moved to have Mr. Deschaine prepare the Employee Compensation Spreadsheet for the Board's review by March 1st. Mr. Federico seconded the motion, which passed unanimously.

At 9:44 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella
Executive Assistant

Paul Deschaine
Town Administrator