

## **MINUTES OF THE MARCH 21, 2011 BOARD OF SELECTMEN'S MEETING**

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

At 7:36 pm, the Chair opened the general meeting of the Board of Selectmen.

**TREASURER'S REPORT:** Kevin Peck reported that he had \$4,435,308.03 in the general checking account.

### **DEPARTMENT REPORTS:**

**Fire Department:** Newly elected Assistant Fire Chief Matt Larrabee was present to discuss activities at the Fire Department. Mr. Larrabee stated they had a problem with a couple calls this week where Rockingham County Dispatch never tripped their pagers. They were able to get a second opportunity, but the initial trip on the pagers did not work. Reportedly, the Rye tower was down, but that has not been confirmed. The calls came in through 911 in Concord, then routed to Rockingham where the computer automatically sends the tone out. There was some sort of glitch with this part of the process, but they were able to manually send the tones out. Police Chief Scippa has been notified of this as well.

Mr. Larrabee stated he has received the bill for the work they did on the Rye Tower. He stated they have not budgeted for that amount and is not sure where that money is coming from. He was told that the money would come from the Dispatch budget line.

Mr. Larrabee reported that they are still working on the Department SOP's. They recently completed a new SOP on accepting 16-18 year olds to volunteer at the Fire Department. That is currently going through the review process.

Mr. Larrabee will be forwarding a list of all the newly elected officers to Mr. Deschaine.

Mr. Copeland asked what the policy was for taking the ambulance out of town. Mr. Larrabee stated that they have done this in the past where they assist other towns when they have a big event going on and they have personnel available without compromising services to Stratham.

Mr. Canada clarified that the Fair Committee selection is a Fire Department function, not a Fire Association function. Mr. Canada stated the Board would like to see recommendations at next month's meeting and then appoint them to be the official Town Fair Committee for 2011. Building inspector Terry Barnes was present and reported that he had given a recently published copy of the State Fire Marshall's policy on Fairs to the Chief.

**Building Inspection/Code Enforcement:** Building Inspector Terry Barnes was present at the meeting to report on his Department's activities. He stated that Bauer Hockey has requested campus signage. The problem with this is that Bauer is in Stratham and the connecting building is in Exeter. Mr. Barnes explained to them that he, the Town Planner and the Highway Agent were going to meet at Exeter DPW to go over their site plan since the majority of it is in Exeter.

Town Planner Lincoln Daley was present at the meeting and stated that the issue is that there are several companies in the industrial park competing for signage and the idea is to work with all the relevant parties to come up with a master plan for signage for the entire campus area. This would avoid visual clutter, but still allow each company to advertise accordingly. He stated the big issue is more the location and size of the signs. Mr. Barnes stated that the marquee actually straddles Exeter and Stratham. His recommendation to Bauer Hockey was to move the sign to either the Exeter side or the Stratham side.

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

Regarding the antique shop at 94 Portsmouth Ave., Mr. Daley stated that his understanding is that they are looking to purchase the property and the new property owner is looking to add more crushed stone to the existing parking lot at the property. Mr. Barnes and Mr. Daley inspected the site and they were moving brush within the utility easement, looking to expand into the actual utility easement and area wetlands. They were advised to cease operations. They then enlisted Fat Cod Plantscape to replace the existing crushed stone in kind.

Mr. Barnes stated that he sent a letter to Colleen Lake reminding her to renew her foundation only building permit. Ms. Lake had sent a letter requesting an indefinite extension. There has been no activity since the issuance of the permit in the last six months. Mr. Deschaine stated that a foundation only building permit is more for an immediate need and suggested that she apply for a regular building permit. Mr. Barnes is requesting that the Board grant the extension and suggested the deadline to be one year from the original October request. Mr. Canada moved to approve a one-time extension to Colleen Lake and to start construction on her project by October 31, 2011. Mr. Copeland seconded the motion, which passed unanimously. Mr. Canada also moved that Ms. Lake provide a project plan timeline of construction to Mr. Barnes. Mr. Copeland seconded the motion, which passed unanimously.

**Planning:** Town Planner Lincoln Daley reported on Planning Board applications. He stated that the Lindt Chocolate facility is looking to put up a 37,000 square foot office building to house their corporate offices with an associated utility landscape plan. Their meeting will be on April 6, 2011.

Also, to be heard on April 20, 2011, is the continuation of the subdivision of 32 Bunker Hill Ave. The Town has met with the applicant and their representatives for initial discussion on design. Mr. Canada stated they have talked informally with the developer to acquire an easement through the property for a water pipe from the recently purchased property at 28 Bunker Hill Avenue. Mr. Daley stated that he would deal with that issue on the Planning Board level and explore what opportunities exist to allow for that easement to be created on that property. Discussion will also include the Gateway road; any kind of design improvements that may or may not include Town owned property.

The Board reviewed a memo that was prepared by Mr. Daley asking for a recommendation from the Board on the appropriate bond amount for performance related to landscaping at Altid Enterprises at 100 Domain Drive. This basically entails the relocation of parking on the property itself and eventual re-use of the entire facility. Mr. Daley has been working with Town staff,

Highway, and the Exeter Town Planner to understand what the costs of construction would be to complete the project. Since the property is actually bisected by both Exeter and Stratham, the approval from both the Exeter and Stratham Planning Boards is required. The request from the engineering consultant for the applicant is to provide a cost estimate for the construction costs associated with the improvements only in Stratham. Essentially, that totals approximately \$288,000. Mr. Daley is recommending that the Board requires bonding for the amount associated with the drainage system and also with the landscape work, which is \$109,613. Mr. Daley is recommending that the Board put aside 10% of that cost, which is \$10,961.30, to be held by the Town for approximately one year. Mr. Copeland moved to allow the amount of \$10,961.30 to be held for one year with an extension at the option of the Town. Mr. Canada seconded the motion, which passed unanimously.

Mr. Daley discussed an application sponsored by a non-profit organization called Plan New Hampshire. Essentially, it is looking for applications to Design Charrette, and the idea is to focus on Town Center. This may be an opportunity to utilize a fresh set of eyes in helping planning professionals to ask those pertinent questions and see what could be built in that environment. He stated it will cost the Town approximately \$5,000 to sponsor this application, but in return would receive approximately \$25,000 worth of resources. He stated the Planning Budget does include a line item for special projects and we could support up to \$5,000, but would like input from the Board. After review and discussion, the Board approved Mr. Daley's request to apply for the grant.

Mr. Daley reported that regarding the property dispute on Lovell Road, he met with the attorney and Mr. Godfrey today. They are looking to work with the various property owners in that general area to find a resolution that satisfies everyone involved. Mr. Godfrey disagrees with the current property boundary lines that were associated with the 1970ish approved subdivision plan. Mr. Godfrey enlisted the services of a surveyor to survey the entire property, which concurs with the plan that was approved in the 1970's. Mr. Barnes stated earlier that he received a letter from Mr. Godfrey outlining their construction/clean-up goals.

Mr. Daley stated that the Economic Development Committee (EDC) is in the process of finalizing contacting the various companies and businesses along the Gateway and also in other commercial areas. This is just to reach out and touch base and understand any issues or concerns there may be. They will then hold focus group sessions fairly soon.

Mr. Copeland commented on some legislation regarding cemetery fencing. He stated the reason why this legislation was initially enacted was due to livestock coming into the cemeteries in the mid 1800's. Since that is not a problem anymore, they are putting it back to local control and it is up to the municipality if they want to install fencing or not.

**Police Department:** Police Chief John Scippa was present at the meeting to discuss the current police cruiser situation. He stated that the car that he drives did not pass inspection since the frame is rusted throughout. It only has 66,000 miles on it, but it is 11 years old. Mr. Scippa did make an appointment with a frame repair individual recommended to him by Mr. Canada for tomorrow. He stated he would feel more comfortable bringing in an exact amount as to what it would cost. Mr. Scippa stated that since it is an emergency vehicle, it probably is not the best

course of action to put money into an 11 year old car, but would still like to get the repair estimate amount to the Board. Mr. Scippa suggested buying a new car and let the Detective use that for this year and the Chief will take the Detective's car. When he delivered his budget presentation, it was decided to continue leasing the front line patrol cars and putting money away to purchase an SUV type vehicle. He stated he wanted to go on record saying that while this is a sound plan, he thinks it is fiscally responsible. He stated we also have to stay flexible because three years from now, there may be options that do not exist today that will be more fuel efficient and less expensive to run and maintain.

Mr. Scippa requested permission from the Board to exchange the ball joints in the Sergeant's car. He does not know what the cost will be, but in the event it is over \$500, he wanted to make the Board aware. Mr. Copeland moved to approve the repairs to the Sergeant's car. Mr. Canada seconded the motion, which passed unanimously.

Mr. Scippa mentioned a company called PropertyRoom.com. They are meeting with a representative on March 29<sup>th</sup> at 11:00 am at the Police Station, and Mr. Scippa invited the Board to attend. Mr. Scippa stated he would like them to sell the Ford Explorer and old light bars stored at the Highway garage. He explained that this company would come and pick up the items. They take 5% of the sale price.

Mr. Scippa reported that the Citizen Police Academy would be starting on March 31<sup>st</sup>. Sgt. Chris Call is facilitating that. They are looking forward to that.

Mr. Scippa stated they have the Highway Safety meeting set up for 9:00 am on March 25<sup>th</sup>.

Mr. Scippa stated the Police Department recently hosted an area-wide training session for police officers regarding felony DWI blood draws sponsored by the NH State Police. There were 21 participants for a four-hour class and it was well received.

**SECRETARY'S REPORT:** Mr. Canada moved to accept the amended minutes for 3/14/11. Mr. Federico seconded the motion, which passed unanimously.

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

**PARK PERMITS/MUNICIPAL CENTER RENTALS:**

The following Park permits and Municipal Center rentals were discussed and acted upon:

The Board approved Pat Izzo's request from last week to use the Morgera Room at the Firehouse on April 9, 2011 for a birthday party.

Allison & Kevin O'Neil requested the use of the Municipal Center on May 19, 2011 for a home school concert. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Epping Recreation requested the use of the Park on July 5, 2011 for a summer day camp. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Elizabeth Franceschini requested the use of the Park on June 4, 2011 for a graduation party. The request was approved.

Gordon Abbott requested the use of the Park on August 13, 2011 for a family reunion. The request was approved.

Sandra Pierce requested the use of the Park on June 4, 2011 for a birthday party. The request was approved.

Amy Gardner requested the use of the Park on August 6, 2011 for a birthday party. The request was approved.

June Kelly requested the use of the Park on June 11, 2011 for a birthday party. The request was approved.

Kranthi Kantipudi requested the use of the Municipal Center on April 30, 2011 for a birthday party. The request was approved.

Robin Muske requested the use of the Park on April 3, 2011 for a birthday party. The request was approved and they will be informed that there will be no water available on that date.

**Administration:** Mr. Deschaine stated he was contacted by Comcast last week to discuss the counter-proposal response to their contract. They are looking to have further discussions on those issues, but the lease extension has expired. Mr. Deschaine presented a 3-4 month extension to July 7<sup>th</sup> for signatures from the Board. Mr. Canada moved to extend the franchise agreement until July 7, 2011. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Deschaine presented the appointment of Dena Stern to the Conservation Commission for the Board's signature.

The group discussed the details on the closing of the Foss property, which will be taking place on March 28, 2011 at 10:00 am at the Municipal Center.

Mr. Canada stated he spoke with Howard Rubin, who reported his mailbox was damaged; the granite post was broken in half. Mr. Rubin is asking if he buys the materials, would the Highway Department install the post. Mr. Deschaine expressed a concern that there is a statute that speaks to putting obstructions in the right of way and the liability for same. Mr. Canada moved to have the Highway Department be provided with owner-supplied materials to replace this post and also reimburse Mr. Rubin the \$25.00 allowed by Town policy. Mr. Copeland seconded the motion, which passed unanimously.

At 10:07 pm, Mr. Canada moved to go into non-public session to discuss personnel matters and a contract negotiations matter. Mr. Copeland seconded the motion, which passed unanimously.

At 11:16 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the matters discussed. Mr. Copeland seconded the motion, which passed unanimously.

At 11:17 pm, Mr. Canada moved to adjourn. Mr. Copeland seconded the motion, which passed unanimously.

Respectfully Submitted,

Reviewed By,

Stacey J. Grella  
Executive Assistant

Paul R. Deschaine  
Town Administrator