

## **MINUTES OF THE JUNE 27, 2011 BOARD OF SELECTMEN'S MEETING**

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

At 7:32 pm, the Chair opened the general meeting of the Board of Selectmen.

**TREASURER'S REPORT:** Kevin Peck reported that he had \$6,531,512.97 in the general checking account.

**SECRETARY'S REPORT:** Mr. Federico moved to accept the minutes for 6/20/11 as written. Mr. Copeland seconded the motion, which passed 2-0 (Mr. Canada abstained due to his absence from that meeting).

### **DEPARTMENT REPORTS:**

Fire Department: Chief Rob Cook was present at the meeting to discuss his concerns with the Rye Tower going down and the Fire Department not receiving their tones. He stated this has happened four or five times over the last two weeks. This is not a Rockingham Dispatch issue; they are not aware when the tower is down. However, Police Chief Scippa was in contact with Lieutenant Kevin Walsh of the Rockingham Sheriff's Dispatch and they will implement some sort of dual tone system and a confirmation system rather than just pushing the button and assuming the tones went out. The tones will be sent to both the Rye and Saddleback towers for the time being. There is still a grant in process to get the Stratham Hill Tower up and running. Mr. Deschaine stated there is an issue with the County being the recipient of the grant due to a budgetary appropriation problem. Mr. Cook will reach out to Chief Scippa and Rye officials to discuss this further.

### **NEW BUSINESS:**

Mark Ericson from the Working Dog Foundation was present at the meeting to request the use of the Park for a large fundraising event on September 25, 2011. This event will be held in conjunction with the NH Police K-9 Academy. They will be charging for food and the vendors, but there will be no admission fee. Mr. Ericson estimates a crowd of 500 to 1,000 attending. He has spoken with Chief Scippa regarding having a police presence at the event. Mr. Ericson stated they would provide Porta-Potties for the event and lock the bathrooms so there will be no septic tank pumping necessary. Mr. Copeland moved to allow the Working Dog Foundation to utilize Stratham Hill Park on September 25, 2011, and to waive the fees for the rental of the Park. The Police Chief has been notified and approved one officer with one cruiser. Also, to allow Mr. Ericson to obtain a Master Hawker's License for the vendors that are going to be in the Park on that day. Mr. Ericson will contact Kelly Dold from SVFD EMS to arrange for emergency medical services. Mr. Federico seconded the motion, which passed unanimously. Mr. Ericson will come before the Board on August 29<sup>th</sup> for an update on the event.

### **DEPARTMENT REPORTS (CONT.):**

Assessing: Town Assessor Andrea Lewy was present at the meeting to discuss her Department's activities. Also present at the meeting were resident Dean Outhouse and his father, David Outhouse. David Outhouse spoke to the Board and stated they had prepared an abatement

application for 8 Juniper Drive that included two professionally prepared appraisals. One appraisal was done prior to the purchase. It valued the property at \$464,900; a second appraisal came in at \$500,000. The actual sale price of the property was \$479,000. Mr. Outhouse claims that this was not a distress sale; it was actually on the market for several months. Ms. Lewy stated that 8 Juniper Drive was assessed at \$554,000 on May 19, 2010 but the valuation has been dropped to \$534,900. Ms. Lewy's recommendation was to approve an abatement application to adjust the assessment to \$522,700. Mr. Outhouse feels that the inferior lot at 8 Juniper was not taken into account. Ms. Lewy stated that they took 10% off due to that. Mr. Deschaine suggested that the Outhouses come in and meet with Ms. Lewy to discuss this further before coming before the Board. The Board agreed and an appointment was set.

Ms. Lewy then reported to the Board on her recommendations for actions on various abatement applications (see attached). After review and comment by the Board, Mr. Canada moved to hold the requests for Mr. Outhouse, Mr. Levine, Mr. Ludington and MASS Realty, to deny the abatement request for Mr. Foy, and to approve the requests for F & T Realty, Travis McGee, LLC, Anacapri, LLC, and Mr. Hewins as recommended by Ms. Lewy. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy presented a Land Use Change Tax for \$5,000 for 17 Guinea Road. Mr. Federico moved to approve the requested Land Use Change Tax for \$5,000 for 17 Guinea Road. Mr. Copeland seconded the motion, which passed unanimously. The Board signed the warrant.

Ms. Lewy then presented two Veteran Credit applications (see attached). After review and comment by the Board, Mr. Federico moved to approve the Veteran Credit application for Deborah Clark for a total of \$1,000 (2009/2010), as recommended by Ms. Lewy. Mr. Copeland seconded the motion, which passed unanimously. After review and comment by the Board, Mr. Federico moved to approve the Veteran Credit application for David Wimberly, as recommended by Ms. Lewy. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy stated she received a letter from the Registry of Deeds regarding a new monthly transfer protocol implementation. Ms. Lewy's office will now be responsible for going online and printing the deeds. This will mean an increase of approximately \$30.00 per month for printing for the Assessing Department that was not part of the original Assessing budget.

Ms. Lewy stated that resident Peter Mason from 32 River Road had taken out a building permit in 2006 to build a shed but he never built it. For some reason, it showed up on his tax bill for 2009 and 2010. The assessment was \$900.00. He was charged \$25.00 for 2009 and \$26.00 for 2010. He asked for a refund and Ms. Lewy explained to him that he had missed the filing deadline.

Ms. Lewy gave the Board an update on the Data Verification Report. She stated she received feedback from a resident at 64 Montrose expressing their thanks for Ms. Lewy's time and attention during an assessment of her property and was thankful that the Town is doing the data verification. To date, approximately 600 properties have been completed.

Ms. Lewy read a letter she received from the Department of Revenue (DRA) for the 2010 Assessment Review. The letter commended the Town and Ms. Lewy on a "job well done".

Ms. Lewy stated she has been certified by the DRA as a certified property assessor supervisor because she met all of the criteria and education requirements.

The group then discussed whether or not the Town is going to use PA-28 Inventory of Taxable Property forms for 2012. Mr. Copeland moved not to use the inventory forms. Mr. Canada seconded the motion, which passed 2 to 1.

At 9:47 pm, Mr. Canada moved to go into non-public session to discuss a legal matter. Mr. Federico seconded the motion, which passed unanimously.

At 10:21 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.

Parks & Recreation: Director Seth Hickey presented the Playground Safety Audit results from Primex (see attached) to the Board. Mr. Canada moved to allow Mr. Hickey to have the items removed as requested by Primex. Mr. Copeland seconded the motion, which passed unanimously.

Mr. Hickey reported on the mowing at Stevens Park. The current Park Assistant has been doing a great job, but is only budgeted at 20 hours per week. It has been determined that in order to keep up with the mowing at Stevens Park, it would require 24 hours. Also, Park Ranger Kim Woods requested to have some assistance for 15 hours per week at Stratham Hill Park. The Board will take this under consideration for next year.

Mr. Hickey stated he has been putting together a Municipal Building Maintenance Plan along with Kim Woods and Tim Slager from Highway. Mr. Hickey has met with Hillside Landscaping and presented quotes to the Board for fertilization work that needs to be done at various Town buildings. He also reported on some other repairs that are needed, including irrigation repairs at the Police Station, Firehouse and Historical Society building. Mr. Hickey has spoken with Chief Scippa and they discussed having inmates perform outdoor work at the Police Station. Mr. Hickey, Ms. Woods and Mr. Slager will be addressing these items. Mr. Deschaine stated that currently, whoever has budgetary responsibility for the building is the one responsible for the maintenance.

Mr. Hickey requested to hire two part time people for the Summer Program. Mr. Canada moved to hire Scott Hurley at \$12 per hour and Anna Whitman at \$8 per hour for Summer Program help. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey stated that the Gifford House is in need of a new oven for the residence. The Board agreed to have the oven replaced.

Mr. Hickey stated that he has been approached by the American Society of Composers, Authors and Publishers (ASCAP) to obtain a license to provide music during public events. The cost of the license is \$309 per year. The Board agreed to table this item and discuss further at a future date.

Mr. Hickey requested to attend the National Parks & Recreation Conference in November in Atlanta, GA. He stated he does have the money in his budget. Mr. Copeland moved to allow Mr. Hickey to attend the conference. Mr. Federico seconded the motion, which passed unanimously.

Mr. Hickey presented a printout of a report on who is attending what programs and how many attendees total.

Mr. Hickey stated he received a quote from Lawn Dawg for a fertilization treatment at Stratham Hill Park for \$1,525. This application would be done after the Fair. Ms. Woods had approached the Fair Committee and they actually paid for the initial application in the spring. Ms. Woods will aerate the grass after the Fair. Mr. Canada moved to authorize Mr. Hickey to spend \$1,525 to fertilize the Park in August. Mr. Copeland seconded the motion, which passed unanimously.

**PARK PERMITS/MUNICIPAL CENTER RENTALS:**

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

Nancy McGehee requested the use of the Park on July 31, 2011 for a birthday party. The request was approved.

Amanda Cook requested the use of the Park on August 20, 2011 for a birthday party. The request was approved.

Tim Copeland requested the use of the Firehouse on September 8, 2012 for a family gathering. Mr. Canada moved to allow the use with an alcohol waiver and to waive the fee. Mr. Federico seconded, which passed unanimously.

**ADMINISTRATION:**

Mr. Deschaine stated that regarding the Doe Run Lane paper street status, he has not spoken with the residents as of this time, but will do that this coming week. He stated they are still trying to get the utility easement completed. Mr. Canada stated that Mr. Hutton from the Highway Department stated that the Town might want to be able to site a sewer pumping station at that location.

Mr. Deschaine stated that regarding the retirement benefit issue (non-public), he has received clarification on some of the issues involved. He stated further action needs to be taken and he will report back to the Board.

At 11:47 pm, Mr. Copeland moved to go into non-public session to discuss a personnel matter. Mr. Canada seconded the motion, which passed unanimously.

At 12:00 am, 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 12:01 am, 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