

MINUTES OF THE MAY 21, 2012 BOARD OF SELECTMEN'S MEETING

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

At 7:33 pm, the Chair opened the general meeting of the Board of Selectmen.

SECRETARY'S REPORT: Mr. Federico moved to approve the minutes as amended from the regular meeting on 05/14/12. Mr. Copeland seconded the motion, which passed unanimously.

TREASURER'S REPORT: Kevin Peck reported that he had \$1,242,834.79 in the general checking account.

DEPARTMENT REPORTS:

PARKS & RECREATION: Director Seth Hickey was present at the meeting. The group discussed why there have been no requests from the Board to approve the cost for events at the Park, which would be over the \$500 limit. Mr. Hickey will be sure to come to the Board in the future.

The Board requested some clarification on the Recreation Revolving Fund, specifically on charges for painting the picnic tables. Mr. Deschaine stated the Board is the agent of the fund and since it is outside of budgetary funds, prior approval for any amount is appropriate. The Board agreed that Mr. Hickey will come to the Board prior to expending any of those funds.

PLANNING: Town Planner Lincoln Daley updated the Board on current and future Planning Board applications.

Mr. Daley reported that the Town Center Revitalization Committee (TCRC) has been working on the development and construction of four historic signs that will delineate the boundaries of the Town Center District. The anticipated timeframe for completion is prior to July 14th, which is the 100th Anniversary of the Library.

Mr. Daley stated that he has also been working on a Plan NH Charrette report by providing additional graphics so that they may re-write the report to reflect a more comprehensive analysis. Mr. Daley will update the Board as the project progresses.

Mr. Daley reported that the Economic Development Committee (EDC) and the Exeter Chamber of Commerce will be co-hosting a breakfast forum on May 30, 2012 from 7:30 am to 9:00 am at the Stratham Municipal Center. There will be four speakers: Nate Merrill representing the Town's Gateway Master Plan Committee, Julie LaBranche from the Rockingham Planning Commission, John Boisvert from the Town's Public Works Commission, and Mr. Daley.

Mr. Daley stated the EDC is working on drafting language amending Section VII "Signs" of the Stratham Zoning Ordinance pertaining to the Gateway District and the Town Center. The plan is to have a draft completed by August or September of this year.

Mr. Daley stated the Planning Board Stormwater Subcommittee recently conducted an examination of the Town's Land Use Regulations and Zoning Ordinance for possible amendments for the 2013 Town Meeting. The committee continues to work with Michael Perfit from the Southeast Water Alliance.

Mr. Daley reported that the RPC Exeter/Stratham Regional Water and Wastewater study is continuing and they held a workshop on May 17th. This workshop was to further discuss the scope and the progress to date for the combined study.

Mr. Daley then updated the Board on the completion of the As-Built Plan for Phase I of the Crockett Hill Farms subdivision. This is scheduled to be completed in May 2012.

Mr. Daley stated the window replacement project at the Municipal Center has been completed. The Town is just waiting for the final payment from the State from that grant program.

Mr. Daley stated that the tracking of offsite improvement funds and performance bonds project is still ongoing. Mr. Deschaine stated that Bookkeeper Valerie Kemp has been working on getting these funds onto the Town's balance sheet and bringing everything into one system. Mr. Daley will update the Board next month.

Mr. Daley then updated the Board on two applications going before the Zoning Board of Adjustment tomorrow night. He stated one of the applications has been an ongoing issue where the applicant opened up a horse riding facility and also boards horses without a special exception from the Town. The second application is for the installation of a swimming pool that may be too close to wetlands on the property.

BUILDING/CODE ENFORCEMENT: Building Inspector Terry Barnes was present at the meeting, and updated the Board on the current status of ongoing building inspections/issues.

Mr. Barnes stated he spoke with the owners of Stratham Stone on Portsmouth Ave. in regards to running a retail business when they are only zoned for wholesale. The Board directed Mr. Barnes to go in and speak with them again.

Mr. Barnes spoke with the Golf Club of New England regarding Verizon bringing in temporary communications on site. He explained to them that they do not need a permit for that since it is only a few days, unless they hook up to a standard electricity source.

Mr. Barnes updated the Board on the status of several junkyards in Town. Two of them have been worked out to his satisfaction, but he will be following up on all of them.

Mr. Barnes stated that he is fine with his current Town car until next year. The group then had a brief discussion about keeping the old cruiser and using that in the future as either a Town car or possible a replacement cruiser for the Chief.

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

Mr. Copeland moved to reduce the number of the Recreation Commission to five regular members: Stephanie Ilberg-Lamm, Tracy Abbott, Kevin Peck, Claire Ellis, and himself; and three alternate members: Jennifer Roberts, Shelley Browne, and Jan Henderson, who will all maintain their current terms. Mr. Canada seconded the motion, which passed unanimously.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

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

Mr. Canada moved to waive the fee for the NH Astronomical Society for the "Transit of Venus" event at the Park that they requested last week. Mr. Federico seconded the motion, which passed unanimously.

Emily Spear requested the use of the Park on May 23, 2012 for a school picnic. Mr. Copeland moved to approve the use and to waive the fee. Mr. Canada seconded the motion, which passed unanimously.

Jody Scamman requested the use of the Firehouse on June 16, 2012 for a funeral reception. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Dileep Kolli requested the use of the Park on June 24, 2012 for a picnic. The request was approved.

Scott Standen requested the use of the Park on June 8, 2012 for a school picnic. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Kim Stocker requested the use of the Park on June 14, 2012 for a birthday party. The request was approved.

ADMINISTRATION:

Mr. Deschaine updated the Board on Conservation Easements. He stated that regarding the Roberts property, nothing has really changed other than the new owners have a signed purchase and sales agreement pending, however, there are still some contingencies remaining. Mr. Deschaine stated the Goodrich easement is in the process of being redrafted. He then stated the Jones easement has not changed since the Board's last vote to accept the water rights language. It is now with the Southeast Land Trust where they will be moving forward.

Mr. Deschaine will update the Board on the Employee Manual amendments to the sick leave section on June 4th.

Mr. Deschaine stated he has nothing to report on the renewal of the curbside trash collection contract. He has been waiting to hear the results of the Concord Cooperative's vote on their single stream project, however, the project has basically been canceled. It is now necessary to find another entity with enough tonnage to overcome the fact that Concord has withdrawn from the project. Mr. Deschaine will update the Board on this matter on June 25th.

Mr. Deschaine stated they have received resumes from 15 applicants for the Highway Agent position. The Board agreed to review the applications and then have a non-public discussion on June 4th to select interview candidates.

NEW BUSINESS:

Mr. Deschaine stated that due to the Homeland Security Grants being offered to the Fire Department for training purposes, there has been some confusion among employees as to the Board's policy and statutes having to do with the acceptance of grant monies. He then presented a "decision tree" document to help clarify the process. Mr. Deschaine will distribute this document to all departments and boards/committees.

Mr. Deschaine stated the Homeland Security grant for the Fire Department is a reimbursement program through the Department of Safety. The State determined that the hourly rate for the members participating in the training will be \$20.80 for the time spent in the class. Any member can participate and there is no limit to the number of classes they can take. Mr. Copeland moved to accept up to \$5,000 in grants relative to Fire Department training, and to reimburse the participants after completion and submittal to the State and the Town is paid, and that Chief Rob Cook is the authorized signature to administer the program. Mr. Canada seconded the motion, which passed unanimously. The Board agreed to have the Fire Department decide on whether they want the participants to be paid monthly, quarterly, or at the end of the year.

Mr. Deschaine presented a raffle permit application from the parent's group that supports the Murray Irish Dance Studio. Mr. Copeland moved to approve and sign the raffle permit request. Mr. Canada seconded the motion, which passed unanimously.

The Board then reviewed their priority list for the year.

Mr. Deschaine mentioned an item regarding the Goodrich easements from earlier regarding the percentage of impervious surfaces on the easement land. The Board agreed that this would be something for the Conservation Commission to discuss. Mr. Deschaine also wanted to discuss the new language that was added about water withdrawal rights, however, the group decided this was more appropriate in a non-public session.

Mr. Canada stated that he spoke with the realtor regarding the price of rent at the Town-owned Gifford House. Mr. Canada moved to raise the rental price from \$1,800 to \$2,000 effective July 1st. Mr. Copeland seconded the motion, which passed unanimously.

The group discussed extending an invitation to the Town's state representatives and senator to walk with them in the Memorial Day parade. Mr. Copeland will take care of this matter.

Mr. Canada moved to allocate \$200 to the Fire Department to provide lunch for the color guard during Memorial Day festivities. Mr. Federico seconded the motion, which passed unanimously.

At 9:42 pm, Mr. Canada moved to go into non-public session to discuss a contractual issue. Mr. Copeland seconded the motion, which passed unanimously.

At 10:03 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 10:04 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Reviewed by,

Stacey J. Grella
Executive Assistant

Paul R. Deschaine
Town Administrator