

## **MINUTES OF THE JUNE 24, 2013 BOARD OF SELECTMEN'S MEETING**

**MEMBERS PRESENT:** Chairman David Canada, Selectmen Bruno Federico and Tim Copeland, 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 there is \$537,900.43 in the general checking account.

**SECRETARY'S REPORT:** Mr. Copeland moved to approve the amended minutes from the regular meeting on 6/17/13. Mr. Federico seconded the motion, which passed unanimously.

### **DEPARTMENT REPORTS:**

**ASSESSING:** Ms. Lewy then presented several abatement applications to the Board for their review. Mr. Canada moved to approve the abatement requests for John & Rita Holmes, John & Susan Labonte, Peter & Anna Lessels, Jerold Maslowski, Donna Paradise, Mark Ralabate, Shasta, LLC (dba 81 Portsmouth Ave.), Andrew Verderame & Brittany Bourgault, Susan Watson & Michael Witherspoon, and Roger & Tracy Williams, as recommended by Ms. Lewy, and to deny the abatement request for Laurie Doe, Thomas & Janis Duffy, KKR Group, Matthew & Kari Laquer, and Richard Miller, as recommended by Ms. Lewy. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy then presented several Veteran Credit applications to the Board for their review. Mr. Canada moved to approve the Veteran Credit applications for David Freeman, Roy Langenberg, and Edward Moriarty, as recommended by Ms. Lewy. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy then presented an agreement with Avitar software for Online Assessing Data Hosting to the Board for their signatures. The annual fee is \$2,668. Once the information is posted online, it will not show the mailing address; it will show the location of the property and the current owners. Mr. Canada moved to approve the contract and sign it. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy then discussed her Department's goals for 2013 with the Board. She stated she already put a schedule together for the Town's statistical update and she will maintain that strict schedule to remain on time and to contribute to the success of the entire update. Ms. Lewy stated another goal is to get the assessment cards online. She would also like to create a draft manual for the Assessing Assistant's position since there is currently not one available. She would also like to continue the educational seminars on the exemptions and credits that are available to residents and do a seminar on how to understand the assessment record cards.

**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:

Nora Litzelman requested the use of the Park on August 3, 2013 for a graduation party. The request was approved.

Geri Denton requested the use of the Park on October 19, 2013 for a Cub Scout camp out. Mr. Copeland moved to approve the request and to waive the fees. Mr. Federico seconded the motion, which passed unanimously.

Pearl Lyman requested the use of the Park on June 21, 2014 for a wedding. The request was approved.

Roxanne Rines from the Rockingham Planning Commission requested the use of the Firehouse on July 10, 2013 for a meeting. Mr. Copeland moved to approve the request and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

**ADMINISTRATION:**

Mr. Deschaine stated the Planning Board has recommended the reappointment of Bob Goodrich to the Rockingham Planning Commission for a term of three years. Mr. Copeland moved to accept the Planning Board's recommendation to reappoint Bob Goodrich to the RPC for three years. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated the term for the Town's Health Officer is coming up for reappointment. He stated he contacted Dave Tossatti and he stated he would like to continue to serve as the Health Officer for the Town. Mr. Copeland stated he would like to hold off on the reappointment and publish something in the paper that the Town is looking for a health officer with more direct ties with the health field. The Board agreed.

Mr. Deschaine stated the auditors have completed their field work from when they were at the Town Offices and are now working on a report that will be presented to the Town by the end of this month. Mr. Deschaine then presented the engagement letter that needs to be executed in order for the auditors to release a draft to the Town. Mr. Federico moved to authorize Mr. Canada to sign the letter on behalf of the Board. Mr. Copeland seconded the motion, which passed unanimously.

The group then discussed the reinstatement of the retirees health insurance benefits. Currently, retirees are responsible for paying for all of their health care. The group agreed to have Mr. Deschaine create a draft document for their review next week regarding these benefits.

Mr. Canada stated he has been getting a lot of calls about the construction at Town Hall and stated it would be a good idea to send out a BOS newsletter to update the residents on that project, trash pick up over the July 4<sup>th</sup> holiday, and the dates for the Stratham Fair. Mr.

Deschaine will draft a paragraph explaining what is going on at Town Hall for the newsletter and have Executive Assistant Stacey Grella send it out to residents.

At 9:13 pm, Mr. Canada moved to go into non-public session to discuss personnel issues. Mr. Copeland seconded the motion, which passed unanimously.

At 9:19 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the nature of the matters discussed. Mr. Federico seconded the motion, which passed unanimously.

At 9:20 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella  
Executive Assistant