

MINUTES OF THE JULY 15, 2013 BOARD OF SELECTMEN'S MEETING

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

At 7:31 pm, the Chair opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Kevin Peck reported that there is \$7,029,119.71 in the general checking account.

DEPARTMENT REPORTS:

BUILDING/CODE ENFORCEMENT: Terry Barnes was present at the meeting to update the Board on the current status of ongoing building inspections/issues, and applications before the Board of Adjustment.

Town Planner Lincoln Daley was also present at the meeting to participate in a discussion regarding the fee structure for building permit applicants and how inspections are assigned and how third party reviewers become involved in the process. Mr. Daley stated they looked into the Town's fees compared to other towns in the area and it was found that Stratham has one of the lowest permit costs out of the ten communities looked at. He also presented a report on their findings to the Board for their review. The group then discussed 100% cost recovery through permit fees for the Building Department. The Board expressed concerns regarding cost competitiveness and in terms of "sticker shock" on the increase in fees illustrated. Mr. Barnes and Mr. Daley will develop some additional information and report back to the Board.

PLANNING: Mr. Daley then updated the Board on current and future Planning Board applications and projects.

The group then discussed Mr. Daley's report on offsite improvement funds and performance bonds. He is working on adding any bond or impact fee requirements to the checklist used before issuing building permits, per the Board's request.

Mr. Canada asked about the status of Building and Planning personnel having remote access to building records via the Avitar software being implemented. Mr. Deschaine stated IT has been tied up working at the Police Department and also on several other issues that came up unexpectedly, but he is working towards scheduling the Avitar changes. IT is then scheduled to do some work at the Fire Department.

Mr. Deschaine presented a proposal from Wright-Pierce for a conceptual sewer and water layout study to the Board. The proposal is for \$32,500. The Public Works Commission did discuss this last Thursday and felt it was the next step in the building process. Mr. Daley recommended adding approximately \$1,000 or \$2,000 for field verification to the proposal which will be done with existing tax maps, ortho-photos, and Lidar information.. Mr. Canada moved to contract with Wright-Pierce to do a conceptual water distribution and wastewater collection system design as per Mr. Daley's handout, at a cost of \$32,500. Mr. Federico seconded the motion,

which passed unanimously. Mr. Deschaine pointed out that this type of work needs to be done regardless if the Town ends up in an agreement with Exeter, any other community, or just Stratham.

Mr. Deschaine stated that Michael Moreau has paid his outstanding bill to the Town.

Mr. Deschaine presented two proposals for consulting services regarding the MS4 draft permit. The first is from the law firm Sheehan, Phinney, Bass & Green for \$75,000. There are currently 20 towns involved so the Town's share would be \$1,373.63 and additional communities may be signing on as well. The second is from the law firm Pierce-Atwood for a cost to Stratham not to exceed \$3,000. They too are bringing in other communities. Mr. Copeland moved to go with the Sheehan, Phinney, Bass & Green proposal. Mr. Canada seconded the motion, which passed unanimously.

SECRETARY'S REPORT: Mr. Copeland moved to approve the minutes as written from the regular meeting on 7/8/13. 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:

Alicia Day requested the use of the Park on July 28, 2013 for a birthday party. The request was approved.

Amanda Beaudoin requested the use of the Park on August 18, 2013 for a bridal shower. The request was approved.

Ryan Hills requested the use of the Park on July 31, 2013 for a Next Level Church youth event. The request was approved.

Kendra Abrams requested the use of the Park on August 23, 2013 for a 1st birthday party. The request was approved.

Tracy Hall requested the use of the Firehouse on August 16, 2013 for a Girl Scout event. Mr. Copeland moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine stated he will be using vacation time when his grandchild is born. The due date is July 20, but he is unsure of the exact dates he will be taking.

Mr. Deschaine presented the heating fuels RFP to the Board for their review. The Board would like to see if the current supplier, Hartmann Oil, would like to renew their contract with the Town first.

Mr. Deschaine stated that SB 163 passed. This bill establishes a commission to recommend legislation to prepare for projected sea level rise and other coastal watershed hazards. An article will be put in the newspaper to see if anyone is interested in representing the Town on the commission.

Mr. Deschaine stated he met with Dr. David London to discuss serving as the Town's health officer and presented his application to the Board. Mr. Copeland moved to nominate Dr. David London for the Health Officer position for the Town. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine presented a press release from the Cemetery Trustees announcing that there are lots available for sale at the Cremation Garden. The Board had no objection.

Mr. Deschaine announced that SB 11 was enacted with the Governor's signature last week and will be in effect in September.

Mr. Deschaine presented a raffle permit request from the Seacoast Republican Women. Mr. Copeland moved to approve the request for the raffle permit. Mr. Federico seconded the motion, which passed unanimously.

At 9:38 pm, Mr. Canada moved to go into non-public session to discuss a matter that could affect the reputation of another, not a member of the Board. Mr. Copeland seconded the motion, which passed unanimously.

At 10:10 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. Copeland seconded the motion, which passed unanimously.

At 10:11 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella
Executive Assistant