

MINUTES OF THE JANUARY 27, 2014 BOARD OF SELECTMEN'S MEETING

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

At 7:05 pm, Mr. Canada opened the meeting and then moved to go into non-public session to discuss a personnel matter first with Parks and Recreation Department, and secondly with the Police Department. Mr. Copeland seconded the motion, which passed unanimously.

At 7:32 pm, Mr. Federico 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 7:47 pm, the Chair opened the general meeting of the Board of Selectmen.

SECRETARY'S REPORT: Mr. Copeland moved to approve the amended minutes from the regular meeting on January 13, 2014. Mr. Federico seconded the motion, which passed unanimously.

TREASURER'S REPORT: Deb Bronson reported that there is \$8,416,358.12 in the general checking account.

DEPARTMENT REPORTS:

ASSESSING: Town Assessor Andrea Lewy was present at the meeting and presented an abatement application to the Board for their review. Mr. Canada moved to deny the abatement request for Roy Langenberg, as recommended by Ms. Lewy. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy presented an elderly exemption application from Joanne & Frederick Schottler, adding that they meet all the criteria for the exemption. Mr. Canada then moved to approve the exemption for Joanne and Frederick Schottler. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy then presented a couple Veterans' credits to the Board for their review. Mr. Canada moved to approve the Veteran's credit for Frank W. Elliot and William J. Patterson, as recommended by Ms. Lewy. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy presented an Original Warrant, Yield Tax Levy for 70 Winnicutt Road, LLC, located on Map 14 Lots 61 & 162 for the Board members to sign. There was discussion that the taxpayer had started cutting timber prior to receiving a signed Intent to Cut which was signed by the Board of Selectmen September 9, 2013. The town received a report from the logger noting that the wood had been delivered to various buyers on September 3, 2013. To date the owner has not completed the final Report of Cut after several requests from the town. The Board agreed with the warrant, based on the logger's report, and signed it so that the final Yield Tax bill can be sent to the property owner. The warrant includes dooamage of 100% for failure to file.

Ms. Lewy presented a petition to adopt changes in the Town' pole license, pursuant to RSA 231:163. If the Board agrees, then a public hearing will be held for the Town residences. (See attached for the recommended language.) Mr. Federico moved to have a public hearing in March 2014. Mr. Copeland seconded the motion, which passed unanimously.

Ms. Lewy requested that the Board authorize her to contract with Steve Traub, of Property Valuation Advisors, to update 85 commercial properties for the 2014 statistical update; at a cost of \$12,000. She stated that he has completed numerous municipal-wide commercial revaluations and updates in the Seacoast area including Portsmouth, Hampton Falls, Greenland, Durham, and Kittery Maine in 2013. In addition, other communities recently completed in NH included Keene, Hudson and Bedford. Mr. Federico moved to hire Mr. Traub to appraise the 85 commercial properties. Mr. Copeland seconded the motion, which passed unanimously.

The Board moved to go into non-public meeting to discuss an issue that is subject to litigation.

At 8:28 pm, Mr. Federico moved to come out of non-public session and to seal the minutes due to the nature of the items discussed. Mr. Copeland seconded the motion, which passed unanimously.

NEW BUSINESS: Highway Agent Colin Lavery was present at the meeting to inform the Board that the highway department received a thank you note from a group of residents who expressed their appreciation to the Highway Department for the Gifford Farm Road School Zone signs and enforcement project. Included in the note was a gift card to the Meat House in the amount of \$50. Mr. Lavery would like to use the gift to take the highway crew to lunch. Mr. Federico moved to allow the highway department to accept and use the gift card. Mr. Copeland seconded the motion. The motion passed unanimously.

Mr. Lavery informed the Board of the new set of specifications from the Manual on Uniform Traffic Control Devices (MUTCD) for street signs. He said the new street signs will be 9 ½ in. aluminum blades with 6 ½ in. letters. Some options for the Town would be to add the Town seal on the Town maintained roads and to use another color – the New Hampshire Department of Transportation (NHDOT) street signs will have a green background, but the Town street signs could use a different color. Mr. Lavery brought two examples of street signs for the Board to review, mentioning that his recommendation would be to use blue, along with the Town seal, for Town maintained street signs to differentiate from the green used for signs by the NHDOT for State maintained streets. The Board also discussed privately maintained road signs, and the possibility for what those signs would look like.

Mr. Canada asked if the sign replacement would be gradual. Mr. Lavery responded that, yes, it would be gradual, about \$4,000 per year. Mr. Copeland said that he liked the idea of different colors to differentiate whether the street is federally or locally maintained. Mr. Canada mentioned that he would not want the seal on the privately owned street signs. After some discussion the Board liked putting PVT on the private road signs in the place where the seal would be on the Town maintained street signs. Mr. Copeland moved to have the Town street signs blue with the Town seal, as recommended by Mr. Lavery. Mr. Federico seconded the motion. The motion passed with 2 in favor and one opposed with Mr. Canada as opposed.

Mr. Copeland moved to have the private roads blue with no seal, with PVT in the place where the seal would be on the Town street signs. Mr. Federico seconded the motion. The motion passed unanimously.

DEPARTMENT REPORTS CONTINUED:

PLANNING: Town Planner Lincoln Daley was present at the meeting and updated the Board on current and future Planning Board applications and projects.

Mr. Daley updated the Board on the Planning Board warrant articles. Mr. Daley stated a public hearing for the formal adoption of various rates will be held February 24, 2014. The group then reviewed and discussed the revisions.

Mr. Daley stated that the Planning Board is working on amending the Town of Stratham's site plan review regulations and subdivision regulation related to storm water management.

Mr. Daley reported that the Town Center Revitalization Committee (TCRC) continues to work on the banner program. We are working with the utility company to secure approval, once we have the formal contract in place, we will bring before the Board of Selectmen for formal endorsement.

Mr. Daley stated that the Economic Development Committee continues to work on the NH RSA Chapter 79-E Community Revitalization Tax Relief Program, with the creation and designation of the Town Center District and professional/residential zoning district. They also continue to work on the Economic Revitalization Zone (ERZ), the creation and designation of the mixed use development, industrial, commercial/light industrial, and special commercial as an ERZ. The community revitalization tax relief program requires Town approval. Mr. Canada asked if the NH Chapter 79-E will be voted on at Town Meeting and not ballot election. Mr. Daley said that is correct it will be voted on at Town Meeting.

Mr. Daley reported on the projected fee schedule for building permits. Mr. Daley presented the restructured fees for the Board's endorsement before going to the public hearing. The group then reviewed and discussed in detail the new fee schedule. The Board will review the proposed fee schedule before they will give their endorsement. Mr. Deschaine mentioned that the entire fee schedule will need to be in the newspaper at least 7 days prior the public hearing.

Mr. Daley reported on the Transportation Enhancement Grant for the Town Center project. The conceptual design will be completed by February 28, 2014. Once the conceptual design is approved by the Department of Transportation (DOT), we will put it out for public bid for full engineering, design, and construction for 2014-15. Mr. Daley commented that they are working with GPI for the final cost estimates.

NEW BUSINESS CONTINUED:

The group then opened the sealed bids for the sale of the 2003 Bobcat mower and the 2001 Dodge truck.

2003 Bobcat

- Chris Howlett \$1,800.00
- Gas Motors \$2,532.12

Mr. Canada moved to award the bid to Gas Motors for the 2003 Bobcat. Mr. Copeland seconded the motion. The motion passed unanimously.

2001 Dodge Truck

- Gas Motors \$3,632.12
- Mark Bartrum \$4,050.00

Mr. Canada moved to award the bid to Mark Bartrum for the 2001 Dodge truck. Mr. Copeland seconded the motion. The motion 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:

Vicky Cook requested the use of the Firehouse on February 1, 2014 for a 96th birthday party. Mr. Copeland moved to approve the request and waive the fee. Mr. Canada seconded the motion, which was passed unanimously.

John Dold requested the use of the Stratham Hill Park Front Pavilion on May 10, 2014 for a yard and plant sale by the 300th Anniversary Committee. Mr. Copeland moved to approve the request and waive the fee. Mr. Federico seconded the motion, which was passed unanimously.

Les Carbonneau requested the use of the Stratham Hill Park Front Pavilion on August 10, 2014 for a family reunion. The request was approved.

Roger Dunn requested the use of the Stratham Hill Park Front Pavilion on April 5, 2014 for a political fundraiser. The request was approved as long as there are no commercial sales.

Michael Grahame requested the use of the Firehouse on October 18, 2014 for a hobby railroad meeting. Mr. Copeland moved to approve the request and waive the fee. Mr. Federico seconded the motion, which was passed unanimously.

ADMINISTRATION:

Mr. Deschaine stated Newington Joint letter concerning Sea3 has been signed.

NEW BUSINESS CONTINUED:

The group received an answer from Peter Wiggins regarding the wording he wants to put on the stone monument. He was not able to find the source of the quote he has chosen. Mr. Canada moved to accept the stone monument donation from Peter Wiggins. Mr. Copeland seconded the motion. The motion passed unanimously.

The group opened the bids for the 2013 Town Report.

- Kase Printing \$3,855.
- Keystone Press \$5,445.
- Puritan Press \$4,310.
- RAM Printing \$3,690.19
- RC Brayshaw & Co. \$3,978.
- Town & Country Reprographics \$5,050.
- Select Print Solutions \$3,905.

Mr. Canada moved to award the bid to Kase Printing to print the 2013 Town Report, stating that they are a known and proven company who has previously done the Town Report and it wasn't worth the \$164.81 savings to use an unknown company. Mr. Copeland seconded the motion. The motion passed unanimously.

The Board discussed the proposed public hearing notice on the 2014 warrant.

At 10:05 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant