

## **MINUTES OF THE JULY 21, 2014 BOARD OF SELECTMEN'S MEETING**

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

At 7:12 pm, the Chair moved to go into a non-public session to discuss a personnel matter. Mr. Copeland seconded the motion, which passed unanimously.

At 7:38 pm, the Chair moved to come out of the 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 7:43 pm, the Chair opened the general meeting of the Board of Selectmen.

**TREASURER'S REPORT:** Treasurer Deb Bronson reported that there is \$10,339,863.38 in the general checking account.

**NEW BUSINESS:** Highway Agent Colin Lavery appeared before the Board to get approval for purchases he would like to make. Mr. Lavery stated road salt for the snow and winter maintenance price is \$65.87 per ton which is \$1.80 more than last winter. Mr. Lavery requested to expend \$71,864.17 (1091 tons) out of the salt budget. Mr. Canada moved to allow Mr. Lavery to spend \$71,864.17. Mr. Federico seconded the motion, which passed unanimously. Mr. Lavery requested to expend \$3,128 from the sand & gravel budget to purchase washed sand for the winter road maintenance. Mr. Canada moved to allow Mr. Lavery to spend \$3,128 for washed sand. Mr. Copeland seconded the motion, which passed unanimously. Mr. Lavery requested to expend \$1,890 for a new dump cylinder for truck #9 from the equipment maintenance budget. Mr. Canada moved to allow Mr. Lavery to spend \$1,890 for a new dump cylinder for truck #9. Mr. Federico seconded the motion, which passed unanimously.

Mr. Canada introduced the new Building Code Enforcement Officer/Building Inspector, Audrey Cline and administered the oath of office to her.

### **DEPARTMENT REPORTS:**

**BUILDING CODE ENFORCEMENT:** Audrey Cline 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. Ms. Cline reported that she worked with Terry Barnes last week and met three builders who do a lot of work in Stratham. Ms. Cline reported that she implemented the scheduling portion of the building permit software and will save a lot of time for the office staff because they can look at the same schedule, and add information that everyone can review.

Ms. Cline reported on various building permit applications received in July. Ms. Cline stated that she went to the Stratham Fair with Mr. Barnes to check out the electrical set up. She met Rob Cook and some of the Volunteer Firefighters.

**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 reported on two Planning Board applications to be heard August 6, 2014. AutoFair Realty II, LLC, will appear for the property located at 41 Portsmouth Avenue to review site plan and application to construct a 25,600 square foot auto dealership and related lighting, landscaping, drainage, and parking/access improvements. Mr. Daley stated that this project had been on hold while they were obtaining their operation terrain permit from the State to do the drainage work and also for construction on the site. The Town is working on a Memorandum of Understanding with the AutoFair ownership for the possibility of laying an easement across the AutoFair properties for the purpose of creating a road network that will be part of the Gateway Commercial Business District.

The second application is from Sarannie, LLC, and ST Holding Company, LLC, (Subaru) who will appear for the property located at 37 & 39 Portsmouth Avenue to review application of sections 3.8 and 11.4 of the Stratham Zoning Ordinance to construct a 7,125 square foot auto dealership building expansion, parking lot and roadway improvements, related lighting, landscaping, and drainage enhancements. They did receive a conditional permit from the State to do a curb cut on Portsmouth Avenue. They also are working with the Town on the connector road that will run parallel to Portsmouth Avenue from the Market Basket site and connect onto River Road.

Mr. Daley reported that he and Mr. Deschaine recently conducted site-walks with the Town civil engineering consultant Bruce Scamman, Jim Gove of Gove Environmental Services, and representatives from EPA and DES on the proposed area behind Subaru and Market Basket and also the Zarnowski property which is proposed to be the area of mitigation to offset the wetlands impact associated with the Market Basket-River Road connector road. It was a two day process – the first day was EPA, Paul Deschaine, and the Army Corps of Engineers, and the second day Mr. Daley met with DES to get their input. DES was very encouraged by the Zarnowski property being a viable property for the wetlands mitigation. Mr. Canada asked Mr. Deschaine to report on the meeting with EPA and the Army Corps of Engineers. Mr. Deschaine stated that it was very similar to Mr. Daley's report on his meeting with the DES; they were pleased with the potential for the Zarnowski property as the mediation site and the low functionality of the overall wetlands that will be impacted.

Mr. Daley reported at he spoke with a representative from the Rockingham Planning Commission (RPC) to schedule a time to work on the Planning Board's Storm Water Management Regulations.

Mr. Daley reported that the Workforce Housing Coalition came before the Planning Board last meeting asking for Board input and possible support to host a two-day charrette. The charrette will tentatively be held October 22, 2014 and October 24, 2014 in Meeting Room A in the Municipal Center. Mr. Canada asked if there would be a cost to the Town for this event. Mr. Daley responded that they did inquire about financial support since the last charrette was funded from the Planning Department's Special Projects Fund. Mr. Deschaine stated that they asked if some financial help was available but it was not a requirement as they have other sources for funding. Mr. Daley stated that our required contribution would be to provide the facility to host the event, and possibly some staff time to assist with certain aspects of the event. Mr. Daley was reminded that any expenditure over \$1000 required Board of Selectmen approval.

Mr. Daley stated that the DOT is urging communities to create sidewalks in their communities. Part of the Town Center Grant project is to have the Town own and maintain sidewalks.

Unfortunately we don't currently have the necessary tools to maintain them but Mr. Daley did have a discussion with Mr. Lavery who has done some research on sidewalk snow management equipment and was encouraged by his findings. He stated that as the envisioned Gateway Zone develops, with the sidewalks which will be required within the District, we will need to think about how we are going to handle the associated maintenance going forward.

Mr. Daley reported that the Economic Development Committee (EDC) is hoping to have a public hearing on August 25, 2014 before the Board on the fee structures associated with the 79-E Community Revitalization Tax Relief Incentive program. Mr. Daley reported that the Master Plan Committee is ongoing – members are now meeting with individual commissions and committees to better understand their needs, wants, and desires to be included in the Master Plan. This is an initial fact-finding session that will create opportunities for a vision session in October of this year that will be run by the UNH Public Session Program.

Mr. Daley reported on the Public Works Committee. Recently there was a pertinent article in the newspaper related to sewer that included three different scenarios and price points for Exeter which included collaboration with Stratham. Another study by Underwood Engineering will address connecting the sewer from Exeter and Stratham to Portsmouth and that study should be available in August.

Mr. Daley reported that the Town Center Revitalization Committee design team is working on the final conceptual design for submittal of a grant proposal by August 1, 2014. Mr. Deschaine stated that he and Mr. Daley would like the Board to establish priorities regarding Phase 2 of the Town Center Revitalization project and new programs that the State is offering. The State is rolling several projects into one and calling it the Transportation Advancement Program (TAP). There will be a pre-application process that is due August 5, 2014 and will have a match requirement. Mr. Copeland asked what Phase 2 will encompass. Mr. Deschaine stated that it could encompass sidewalks, and additional greenery on the west side of the road. It could also entail signals/crossings and expand the sidewalks, bike trails, and decorative lights. Mr. Copeland stated he would not agree to a phase that mandated a traffic signal or any measure which required more taxpayer dollars to be spent. Mr. Canada stated that he too is skeptical of the need for a signal at this time but that the Board will discuss this topic when if Town Center Committee brings them a complete proposal and that it is premature to have the discussion before the Board has all the facts.

Mr. Daley reported that The Shell Station at the intersection of Portsmouth Avenue and Frying Pan Lane will complete landscaping associated with their improved site plan by this fall. Mr. Federico stated that there are two dead trees on the Nissan property. Mr. Daley stated that it will be brought up at the next meeting with Nissan.

Mr. Daley reported that he is working with Intern Nick Pasquale on the Land Use Department mobile device policy.

**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:

Seth Hickey requested use of the Municipal Center on July 27, 2014 for a birthday party. Mr. Copeland moved to allow Mr. Hickey to use the Municipal Center and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

#### **ADMINISTRATION:**

Mr. Deschaine reported that Mary Jane Werner resigned from the Planning Board because she is moving out of Town. Mr. Deschaine reviewed the vacancies on the various Committees: An alternate position on the Conservation Commission; an alternate position on the Planning Board; three vacancies on the Recreation Commission – however, Mr. Hickey recently received one application from Jeff Simeone; the Heritage Commission has a vacancy; there are three vacancies on the Economic Development Committee with a possibility of a fourth vacancy. Mr. Deschaine reminded the Board that there is an application from Nancy Ober to serve on the Planning Board and Anita Demopoulos has applied to serve on the Board of Adjustment. Mr. Canada stated that he does not want to appoint someone to the Planning Board without first having a conversation with them because it is a very important position. Mr. Copeland agreed with Mr. Canada. Mr. Canada asked the Board if they would agree to his interviewing Ms. Ober and then inviting her to come before the Board. The Board agreed. Mr. Canada stated that the Board will need to talk with Anita Demopoulos as well, and to see if there is another committee she would like to serve on since the Board of Adjustment does not have a vacancy. Mr. Copeland moved to appoint to the Recreation Commission Jeff Simeone to an alternate position. Mr. Canada seconded the motion, which passed unanimously.

Mr. Deschaine reported that the Library Trustees would like to have alternate Trustees appointed and have requested John Dozet, Steve Simmons, and Allison Knab to be appointed as alternate Trustees for one year terms. Mr. Canada moved to appoint John Dozet, Steve Simmons, and Allison Knab as alternate Library Trustees for a year. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine reported that he received correspondence from Donohue, Tucker, and Ciandella (DTC) regarding the abandoned right-of-way on Portsmouth Avenue just beyond the Technical College. They would like to close out their files and put them in storage for 20 years or give the file to the Town of Stratham. The Board would like Mr. Deschaine to request the file from DTC.

At 8:49 pm, Mr. Canada moved to go into non-public session to discuss negotiations. Mr. Copeland seconded the motion, which passed unanimously.

At 9:09 pm, Mr. 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 9:10 pm, Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley  
Executive Assistant