

MINUTES OF THE DECEMBER 15, 2014 BOARD OF SELECTMEN MEETING

MEMBER'S PRESENT: Chairman David Canada, Selectmen Bruno Federico, and Town Administrator Paul Deschaine. Selectmen Tim Copeland arrived at 8:25 pm.

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

SECRETARY'S REPORT: Mr. Federico moved to approve the amended minutes of the regular meeting on December 8, 2014. Mr. Canada seconded the motion which passed unanimously.

TREASURER'S REPORT: Treasurer Deb Bronson reported that there is \$2,347,069.30 in the general checking account.

DEPARTMENT REPORTS:

ASSESSING: Town Assessor Andrea Lewy was present at the meeting and updated the Board on the BTLA Settlement for the 19 unit property at 72 Portsmouth Avenue. The agreement, which has been submitted to the BTLA for approval, takes the 2014 net assessment and applies the 2013 equalization ratio. There will be no interest added and they will not file for abatement for any of the units in 2014.

Ms. Lewy presented the Board with a solar exemption for 148 Stratham Heights Rd that cost the owner \$40,000. We have a limit of \$20,000 for assessment exemptions. Ms. Lewy is recommending the Board approve the solar exemption for Robert & Frances Haas. Mr. Canada moved that a solar exemption of \$20,000 be allowed. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy brought one Veterans Credit before the Board for their approval, stating that Theodore Sink served in the Vietnam Conflict and meets all the criteria. Mr. Canada moved to approve the Veterans credit for Theodore Sink. Mr. Federico seconded the motion, which passed unanimously.

Ms. Lewy stated that the measure of assessment level for 2014 is a median ratio of 99.1%, and a coefficient of dispersion (COD) of 5.9. The COD is a measure of assessment equity and represents the average deviation of a group of ratios from the median ratio expressed as a percentage of the median. The price related differential (PRD) is 1.00 – the PRD measures vertical inequities (differences in the appraisal of low-value and high-value properties) in assessments. PDRs greater than 1.03 tend to indicate assessment regressivity (lower-value properties assessed at higher ratios). PDRs less than .98 tend to indicate assessment progressivity (lower-value properties assessed at lower ratios than higher-value properties).

Ms. Lewy stated that we will have an assessment review next year which means the State will come in and monitor us – they will go through the exemptions, credits, they will go out in the field and look at some of our sketches to make sure that we have done them correctly, they will go through all of the Veterans credits, etc.

Ms. Lewy and Mr. Daley requested jointly that the Board appoint participants to the Joint Loss Management Committee which is a State mandated committee. Mr. Daley stated that perhaps we could have 2-year terms that rotate other employees. Mr. Deschaine stated that the requirement for the committee is 51% staff and not more than 49% supervisors. The Board stated that Mr. Deschaine will nominate for appointment by the Board members after a 2-week request for volunteers.

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 that Rollins Hill Development, LLC met with the Conservation Commission to discuss their application. They focused on the environmental impacts for the property located at 20 Rollins Farm Drive, Tax Map 3 Lot 24, Tax Map 3 Lot 7, and Town of North Hampton, NH Tax Map 15 Lot 24. They submitted a Subdivision Application to construct a 46 lot, over 55 retirement planned community development and will appear before the Board with a modified design.

Mr. Daley reported that Sarannie, LLC, and ST Holding Company, LLC, 37 Portsmouth Avenue, Stratham, NH for the property located at 37 & 39 Portsmouth Avenue, Stratham, NH Tax Map 9, Lots 2 & 3 have submitted a site plan review application and Conditional Use Permit Application pursuant to Section 3.8 of the Stratham Zoning Ordinance to construct a 7,125 square foot auto dealership building expansion, parking lot and roadway improvements, and related lighting, landscaping, and drainage enhancements and will appear before the Board January 7, 2015. Sarannie will appear before the Technical Review Committee on December 18, 2014 to review their architectural renderings which they modified to include a second floor into their overall structure.

Mr. Daley reported the Planning Board will have public hearings on January 7, 2015 and January 21, 2015 for the proposed Town zoning ordinance amendments.

Mr. Daley reported that the Town Center Revitalization Committee recently met to discuss the streetscape improvements associated with the TE grant.

Mr. Daley reported that the Economic Development Committee got official word that Economic Revitalization Zone applications have been approved by the State for the Flexible/Mixed Use Development District and the Industrial Zoning District.

Mr. Daley reported that staff is requesting a rehearing from the Zoning Board of Adjustment case #614: variance request from Emerald Castle, LLC., 255 Portsmouth Avenue for a personal service establishment use in the Residential/Agricultural Zoning district. Mr. Daley stated that he would like the Board's direction on this issue and ultimately their approval to file a request for rehearing. Mr. Daley asked if it would be advisable for Town Counsel to review the motion for rehearing. Mr. Canada moved that the Board appeal Case #614 that appeared before the Zoning Board of Adjustment, and ask Mr. Deschaine, Mr. Daley, and Ms. Cline to consult with

Counsel on the terms of the appeal. Mr. Copeland 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:

Joseph Berwanger requested use of the Municipal Center Meeting Room B on December 17, 2014 for a Boy Scout Troop 185 meeting and to have the fee waived. Mr. Canada moved to approve the request and waive the fee. Mr. Copeland seconded the motion, which passed unanimously.

ADMINISTRATION: Mr. Deschaine brought the Memorandum of Understanding supporting the Rockingham Sheriff Department's application for a grant to upgrade the dispatch center that Fire Chief Rob Cook presented to the Board last week. The Town of Epping will be the actual applicant since the particular grant being applied for is open to municipalities only. The Board voted unanimously to support the grant application.

Payment for unused 2014 vacation time was approved for Police Chief John Scippa . Due to demands on his time, he has 40 hours over and above what he can accrue which will expire at the end of the year. Mr. Deschaine suggested that to facilitate bookkeeping, all payments in lieu of vacation be rounded up to the nearest whole day. The Board agreed.

Mr. Deschaine said a proposal from Dowling Corp. for 2015 maintenance of various HVAC units was received. The proposal would cover preventative maintenance on all the Town's propane and propane/electric fired climate control equipment. Since he just received the proposal today, he requests the week to analyze the proposal and will bring it to the Board's attention next week.

The Joint Loss Prevention Committee has issued its year-end report. Mr. Deschaine will bring any recommendations from the committee to pertinent Department Heads for implementation.

It was agreed to interview three candidates for the Executive Assistant position this week. Stacey Grella, who formerly held the position, will be asked to participate.

Mr. Deschaine stated he meet with Deputy Fire Chief Matt Larrabee to review the Department's payroll budget request and now has a better feel for how they arrived at the amount requested.

In other action, the Board agreed it had the authority to remove political signs from public right of ways after the seven days allowed by State Law to remove them has expired. It was noted that several are still up throughout Town.

It was requested that Mr. Deschaine contact the Fire Department and ask for a detailed breakdown of the proposed 2015 new equipment budget. They should also ensure their budget format be the same as the Town's.

Mr. Deschaine stated he will finish his review of the proposed Verizon cell tower agreement and will approach special town counsel with his and Mr. Canada's concerns noted from their review of the proposed lease.

The Board discussed setting up a committee to study the Fire Department's personnel needs and to study alternatives to the current, all volunteer arrangement. It was agreed to establish such a committee, said committee to consist of Selectmen Canada, Fire Chief Cook or his designee, Police Chief Scippa, and two members of the public..

At 9:35 pm Mr. Canada moved to go into non-public session to discuss a matter that may affect the reputation of another who is not a member of the Board . Mr. Copeland seconded the motion, which passed unanimously.

At 9:38 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.

It was agreed to discuss Chief Scippa's request for an additional officer next week. Mr. Deschaine will invite the Chief. Mr. Federico requested that the Chief bring data on the number of service calls over the past four years and an analysis of his staffing level for the same time period.

At 9:39 pm Mr. Canada moved to adjourn. Mr. Federico seconded the motion, which passed unanimously.

Respectfully submitted,

Debbie Hensley
Executive Assistant