

## **MINUTES OF THE DECEMBER 7, 2020 SELECT BOARD MEETING**

**MEMBERS PARTICIPATING:** Board Members Chair Mike Houghton, Vice Chair Joe Lovejoy, Board Member Allison Knab along with Town Administrator David Moore.

The Board Chair opened the meeting at 7:00 p.m.

Mr. Lovejoy motioned to approve the minutes from November 9, 16 and December 3, 2020 as presented. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton moved to the Treasurer's Report. Mr. Moore reviewed the balance from October 30, 2020 as \$5,744,579. Receipt of tax bills has been robust. We have no cash flow concerns at this time. Major county and school payments are due to be paid by the end of the year.

### **DEPARTMENT OF PUBLIC WORKS**

Director of Public Works Director Nate Mears gave his department report. He stated they are at 71% of their budget. Plenty of salt and sand is on hand. He has funds remaining in the equipment maintenance line item should a plow fail, etc. A seasonal position is open for a plow operator for the winter months.

#### **Sanitation**

There has been an increase in trash curbside and at the Transfer Station, which is due to people staying home more and an increasing number of home projects being undertaken. As a result, Transfer Station revenue is up but construction debris is also up. The rollout for the new automated curbside collection project has begun. The newsletter describing the process went to the residents today. Parks have been winterized. Field grass is in good shape following the drought and the fall weather. Removal of four dead trees at Smyk property is slated to take place in November along with other site stabilization work involving the retaining wall around the old building foundation. The trees will be replaced per the terms of the gift. Working with Director of Parks and Recreation to create a disc golf course on the property. They discussed the requirements of the trust agreement to ensure compliance. Mr. Mears talked about the timetable. His goal is to make the area safe for passive recreation use. Mr. Moore will move forward with making the public aware of the work that is to be done. Skating rinks are being prepared. Now that we have freezing temperatures, the liner will be going in to the manmade rink. There was discussion about the Park Association's role in maintaining the natural rink.

#### **Cemetery**

New plantings have been winterized (trees wrapped), perennials cut back. He has met with the Cemetery Trustees and reviewed the 2021 proposed operational budget for cemeteries.

#### **Facilities**

The HVAC maintenance service provider has installed air filters and adjusted the fresh air intake mechanisms to provide more fresh air into the building in an effort to combat Covid. Roof gutters have been cleared of debris. DPW completed repair work at the town owned Gifford House (Jack Rabbit Lane). A new septic service pipe was installed there.

Mr. Mears outlined his CIP request for replacement of two vehicles in his fleet. Both have suffered degradation due to rust. Each has struggled to receive state inspections. It will be costly to keep both vehicles on the road.

He will also be requesting CIP funds for the replacement of the roof at the Municipal Center and Library. There are several leaks. He will also be requesting money for the construction of a sander rack at the DPW. The sander rack will make the process easier, safer and more efficient. It would also assist in making it easier to clean the trucks which would prolong the life of the trucks body. The Board was supportive. Mr. Mears will start the footings for the project using money from the 2020 budget if time and weather permit.

Mr. Mears went on to detail the paving and reconstruction projects he has planned for 2021 and the funds needed to complete the projects.

Funds will be needed for installation of either a point of entry or point of use filtration system at the fire station relative to the PFAS issue. He's been working with engineers and service providers to determine the best method.

In total, \$171,000 is the amount requested to be expended from the Town's Buildings & Grounds Capital Reserve Fund in 2021.

#### Parks

Mr. Mears advocated for moving forward with facilities improvements at Stratham Hill Park. Mr. Houghton wanted further explanation for the replacement vehicle. Mr. Mears explained in detail the ongoing maintenance issues and its poor condition. The installation of the sander rack will greatly help to extend the life of the vehicles by reducing the incidence of rust.

#### Public Hearing

Ms. Knab opened the public hearing on the deed acceptance of Murphy Lane. Mr. Lovejoy seconded the motion. Upon hearing no comments from the public, Ms. Knab motioned to close the public hearing. Mr. Lovejoy seconded the motion. All voted in favor. Upon the Board's request, Mr. Moore will confirm that this will be a Town owned road prior to executing the deed.

Mr. Houghton motioned to open the public hearing on the acceptance of grant of funds from The Recycling Partnership (TRP) up to \$51,200 to incentivize the collection of curbside recycling and environmental protection and education. Ms. Knab seconded. All voted in favor. Mr. Moore noted we are in compliance with the conditions of the grant. Upon hearing no comments from the public, Ms. Knab motioned to close the public hearing. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton motioned to open a public hearing regarding the adoption of FEMA maps. Ms. Knab seconded the motion. All voted in favor. Upon hearing no comments from the public, Ms. Knab motioned to close the public hearing. Mr. Lovejoy seconded the motion. All voted in favor.

#### NEW BUSINESS/ACTION ITEMS

Mr. Lovejoy motioned to authorize the Town Administrator to enter into the proposed grant agreement with The Recycling Partnership for \$51,200. Ms. Knab seconded the motion. All voted in favor.

The Board reviewed the tax abatements / veteran's credit refunds as recommended by Town Assessor Andrea Lewy as presented by Mr. Moore. Mr. Lovejoy motioned to approve the tax abatements / veteran's credit refunds as recommended. Ms. Knab seconded the motion. All voted in favor.

Next, the Board addressed a recommendation from Ms. Lewy for a BTLA settlement abatement. Mr. Lovejoy motioned to approve the \$627.25 abatement for MASS Realty. Mr. Houghton seconded the motion. All voted in favor.

Mr. Moore presented two veterans tax credits as recommended by Ms. Lewy. Ms. Knab motioned to approve the two veterans tax credits as recommended. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore presented a Report of Cut form as recommended by Ms. Lewy. Ms. Knab noted the Conservation Commission had received complaints regarding this property. Ms. Knab motioned to approve the Report to Cut by John O'Brien. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore presented a letter of thanks to the Greenland Vets for once again donating a Tree for the Municipal Center. The Board signed.

Mr. Moore reported that he has requested the annual submittals for the Town Report and outlined the timeline for the process. They discussed some items they'd like included in the report.

Mr. Moore reported that work is being done on the zoning articles. He then addressed other potential Articles to be voted on at Town Meeting.

Mr. Moore reported that department heads are ready to present their budgets. They discussed the timeline and their interest in holding meetings soon to allow plenty of time for deliberation. Mr. Houghton will email the Moderator, who makes the Committee appointments. The Town is obligated to move forward with the ballot portion of the election the second Tuesday in March. The business session may be scheduled some time thereafter. Mr. Moore explained the options created by the Legislature and Governor for holding town meeting during the pandemic years of 2020 and 2021. They discussed the number of people and preparations for social distancing during upcoming Budget Advisory Committee meetings.

Mr. Moore then turned to the action associated with the public hearing for the Flood Insurance Rate Map update. He read the resolution required of the Board in order to effectuate mention of the updated maps in the Town's zoning ordinance: "Pursuant to RSA 674:57, by resolution of the Select Board, all lands designated as special floods hazard areas by the Federal Emergency Management Agency (FEMA) in is "Flood Insurance Study for the County of Rockingham, NH", dated May 17, 2005 and January 29, 2021, together with the associated Flood Insurance

Rate Maps, dated May 17, 2005 and January 29, 2021, are declared to be part of the Town of Stratham Zoning Ordinance and are hereby incorporated by reference.” Mr. Houghton motioned to adopt the resolution for FEMA maps. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore presented a raffle permit request from Annie’s Angels. Ms. Knab motioned to approve their request. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Houghton moved to a communication from Colin Lavery indicating his resignation from the Planning Board due to personal obligations. Mr. Lovejoy motioned to accept with regret Mr. Lavery’s resignation. Ms. Knab seconded the motion. All voted in favor. The Planning Board Chair has recommended Pamela Hollasch, a current alternate, to fill the unexpired term of Mr. Lavery. This was placed on the meeting agenda as “to be voted”. Mr. Houghton moved to Kate Dardinski’s application to the Recreation Commission. Mr. Lovejoy motioned to appoint Kate Dardinski to the Recreation Commission as a regular member. Ms. Knab seconded the motion. All voted in favor.

Mr. Moore raised the issue of potential office closure at noon on December 24<sup>th</sup> something he understands is annually considered by the Board. Ms. Knab moved to close the office at noon on the 24th. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore requested a non-public session. At 8:51 Mr. Houghton motioned to go into a non-public session to discuss personnel matters in accordance with RSA 91-A:3, II(a). Mr. Lovejoy seconded the motion. All voted in favor.

At 10:00 p.m. the Board resumed public session, Mr. Lovejoy moved to seal the minutes noting that failure to do so would render the proposed actions ineffective. Ms. Knab seconded the motion. All voted in favor.

Ms. Knab moved to adjourn the meeting at 10:00 p.m. Mr. Lovejoy seconded the motion; all voted in favor.

Respectfully submitted,

Karen Richard  
Recording Secretary