

## **MINUTES OF THE APRIL 19, 2021 SELECT BOARD MEETING**

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

At 6:30 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a). Mr. Lovejoy seconded the motion. All voted in favor.

At 7:01 pm Mr. Houghton moved to come out of the non-public session and seal the minutes finding that failure to do so would render the proposed actions ineffective. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore stated that the minutes from April 5, 2021 were unavailable.

Mr. Houghton invited the legislative delegation to share remarks. Each delegate gave a brief overview of pending legislation during the session and noted that “crossover” had happened and the Senate was working on passed House bills and vice versa. The Board and delegation briefly discussed items of interest to Stratham including transportation planning and proposals related to how Town Meeting operates. Mr. Houghton thanked the group.

### **TREASURER**

Town Treasurer Tracy Abbott gave her report. She gave a brief review of interest rates for the investment policy and will continue to monitor it. She suggested that perhaps some inactive accounts could be closed.

### **PLANNING**

Town Planner Mark Connors gave his department report and an update on Planning Board activities. In order to address the housing crisis, the Planning Board is considering ordinances to incentivize developers to build smaller, more affordable houses. In addition, the Planning Board is examining transportation issues, such as a potential “complete streets” addressed in the Master Plan, which encourages planning for all modes of transportation when investing in roadway improvements and the like. Mr. Connors discussed the two Stratham projects on the DOT’s 10 year Transportation Plan: the traffic signal at the Bunker Hill/108 intersection and the reconfiguration of Rt 33 and Rt 108 up to Winnicutt Rd. Mr. Houghton cited the importance of transportation corridors to support the future growth of the town and recommended the Town focuses its advocacy efforts on these projects. They speculated on the residents’ knowledge and support for the reconfiguration project of the traffic circle. Mr. Connors indicated he would ensure the Planning Board weighs in on the projects and their relative priority.

### **FINANCE**

Mr. Houghton then recognized Finance Administrator Dawna Duhamel. Ms. Duhamel reported that Stratham will be receiving \$740,000 in two installments from the American Rescue Plan. The categories for which this money can be used is currently unclear, but the categories appear to be broad. Additional guidance will be forthcoming.

Ms. Duhamel continued saying that expenses / revenues look good. She has no concerns. Referring to Ms. Abbott's report, she explained the purpose of the many accounts. They talked about how adding credit cards would add to the accounting workload. She went on to explain the rollout of outsourcing payroll.

The Board approved moving forward with the expenditure requests of the Police Department as proposed in their packet. This included requests from the Radio Capital Reserve Fund, the CIP funding for the 2021 cruiser purchase, the CIP funding for the traffic control plan, and the IT requested in their Board packet. Mr. Moore explained the IT requests from the Police Department can be funded from the existing CIP account.

## NEW BUSINESS

Ms. Knab motioned to approve the DPW and Police Capital Reserve Fund expenditure requests as presented. Mr. Lovejoy seconded the motion. All voted in favor.

Next, Mr. Houghton moved to the Comcast agreement. There are some items that Counsel needs Select Board input on prior to the negotiation. It was requested that the attorney come to the next Select Board meeting to discuss.

Mr. Houghton moved to the next item, which was a discussion on the drought conditions in the state. After getting information from DES, Mr. Moore compared water levels from last August to now. A significant deficit remains. The Board thought it wise to prepare the community that if conditions don't improve, the State will likely declare a drought and water restrictions will follow. They advocated urging the residents to voluntarily conserve water. Mr. Moore indicated he would move forward accordingly.

Mr. Moore reviewed his organizational goals with PFAS, organizational culture, and discussion of the future of fire being priorities.

Mr. Moore gave a PFAS update reporting that we submitted the RAP and sent a certified letter to effected property owners. We are awaiting approval of RAP. Mr. Moore suggested using the State's contractor and vendor. He described the type of remediation and gave reasons for his recommendation. The Town's legal counsel will review the contract instruments. Mr. Lovejoy attended the meetings of the vendors and fully supports Mr. Moore's recommendation. The Board unanimously agreed to advance on the path outlined by Mr. Moore.

## ADMINISTRATION

Mr. Moore reported that preparations for Joyce Charbonneau retirement celebrations are going well.

Mr. Moore noted that Parks and Recreation Director Seth Hickey requested three items be addressed. First was deciding on a date for a site walk at the pump track. Next, as noted in Mr. Hickey's memo, there were three facility fee waiver requests that were in compliance with our policy and ordinance. Mr. Lovejoy motioned to waive the fees for the three events recommended by Mr. Hickey. Ms. Knab seconded the motion. All voted in favor.

Finally, Mr. Moore reported that Mr. Hickey wanted to hold a series of outdoor movie events at the Municipal Center. This is a programming request coming out of the pandemic. Parks and Recreation would be working in collaboration with Library to host these events. Funding would be through the Rec Revolving Fund. It is important to hold the movies at this location so that they could use the Library's movie license. Mr. Lovejoy and Ms. Knab supported the use of the Municipal field for the outdoor movie events. Mr. Houghton did not.

Reach the Beach relay race being held 9/18/21 has submitted their annual request for a parade permit. The Board wanted to wait for Police Chief King's input before giving their approval but didn't foresee any issues.

Mr. Houghton noted there were several applicants for the Planning Board. They will be reviewed at the next Select Board meeting.

Mr. Houghton then observed that Governor Sununu didn't renew the mask mandate and asked the other board members for feedback on how they felt about maintaining the mask requirement at the Municipal Center. Ms. Knab and Mr. Lovejoy expressed support. Mr. Moore will put a reminder in the Select Board newsletter that a mask requirement for Town buildings will remain in place.

At 9:38 pm Mr. Houghton motioned to go into a non-public session to discuss a personnel issue in accordance with RSA 91-A:3, II(a). Mr. Lovejoy seconded the motion. All voted in favor.

At 10:35 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes finding that failure to do so would render the proposed actions ineffective. Mr. Lovejoy seconded the motion. All voted in favor.

#### ASSESSING

Interim Assessor Chris Murdough gave her department report. She recommended the following veterans credits:

Map 10 Lot 148 Sub 18

Map 3 Lot 69

Map 10 Lot 148 Sub 6

Map 19 Lot 49 Sub 16

Map 14 Lot 54

Mr. Lovejoy motioned to approve the Veterans Credits as recommended by Interim Assessor Chris Murdough. Ms. Knab seconded the motion. All voted in favor.

She then recommended three Elderly Exemptions as follows:

Map 8 Lot 28

Map 25 Lot 82

Map 19 Lot 49

Ms. Knab motioned to approve the Elderly Exemptions as recommended by Ms. Murdough. Mr. Lovejoy seconded the motion. All voted in favor.

Mr. Moore reported that Town Clerk/Tax Collector Joyce Charbonneau recommended two deed waivers. The Board signed the paperwork.

At 10:40 pm Mr. Lovejoy motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard  
Recording Secretary