

MINUTES OF THE FEBRUARY 18, 2025 SELECT BOARD MEETING

MEMBERS PRESENT: Board Members Chair Mike Houghton, Vice Chair Allison Knab; Joe Anderson.

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister

At 7:00 pm Mr. Houghton opened the meeting and noted there were no minutes and no department reports. They moved to Correspondence. Regarding the DRA correspondence on the ratio, Mr. Anderson asked about the assessors and the work of cyclical inspections planned. Mr. Moore replied that Whitney Consulting will submit a scope of work and budget. This will be addressed in more detail in April.

Mr. Houghton confirmed that Unitil's use of herbicide is along their Right-of-Ways and asked if these areas were identified. Mr. Moore replied that our GIS system would show the corridors. Unitil is using doorknockers to notify the residents in the vicinity of the herbicide.

Mr. Houghton motioned to open the public hearing on the Special Revenue Fund. Mr. Anderson seconded. Mr. Moore explained the reason for the Public Hearing. The purpose of the warrant article is to allow the town to use additional expenses, such as those closely tied to ambulance operations, which would be eligible for the town meeting to appropriate funds. These expenses would otherwise come from the General Fund. Vote must be done at Town Meeting. Mr. Anderson noted a ballot vote is required. Mr. Houghton asked for comments from the public. Hearing none, Mr. Houghton motioned to close the public hearing. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton asked for comments on the Informational items. No comments. No reservations.

APPOINTMENTS

Mr. Houghton moved to appointments. Ms. Knab motioned to re-appoint Jeff Hyland to the Heritage Commission to a full member seat for a 3 year term to end at Town Meeting 2028. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned to re-appoint Lucy Cushman to the Heritage Commission to an alternate position for a 3 year term to end at Town Meeting 2028. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore said Town Counsel reviewed the Paramedic Intercept Program Agreement. There is no cost in year one. We're waiting for the terms of the agreement to be finalized before committing. Mr. Moore will gather comments from Town Counsel, the Select Board, and the Finance Administrator and provide them to Chief Knutson. The Board wanted to ensure Chief Denton had Town Counsel's comments and an opportunity to provide feedback. Ms. McAllister said we currently pay a small amount monthly for the paramedic service; this amount will be

slightly increased. They will investigate further. The Board confirmed that they are aligned in supporting the program.

Mr. Moore reviewed his goals and priorities, including onboarding the new Building Inspector, and recruitment for a Town Planner. TMAC will make recommendation after town meeting re dogs at park. Priorities this year include fire ponds, website update, assessing work, Stratham's paramedic program. Finance transition will be big. Ms. McAllister's last day will be March 7. Mr. Anderson asked for information on the Bunker Hill intersection. Mr. Moore will ask for planning guidance and transportation planner assistance from RPC. The Planning Board should review.

Mr. Moore talked about the Finance transition. Ms. McAllister reviewed who would be taking over various responsibilities in the interim period. Ms. McAllister said she has reached out to other Finance Administrator contacts for recruitment suggestions.

Mr. Moore reported that the Town Report has been submitted to the printer. With the assistance of Tedd Tramaloni, Mr. Moore and Planning Project Assistant Susan Connors will be making a video explaining the warrant articles. Library Director Steve Butzel is working on Voter Information Night to be held on March 6th. Preparations for Town Meeting are on target. They discussed the role of Chief Denton to discuss the paramedic program and station coverage at Town Meeting. The Board would like to talk to the Chief at the next Select Board meeting regarding this. Mr. Moore continued to talk about Town Meeting, expressing confidence in their message to the residents. Mr. Anderson felt they needed more details about Stevens Park. Mr. Houghton asked Mr. Moore to reach out to Mr. Stevens who generously offered to fund a sign for Stevens Park.

Mr. Moore stated that there was a new building facilities person at the Memorial School.

Mr. Moore asked Ms. McAllister for highlights of her financial report. Ms. McAllister called attention to the aggregate cash total comparison year over year. Looking at total funds available at end of 2024 an end of 2023, there is only a \$300,000 difference. Considering the level of capital investments in 2024, including the ambulance, this is a very nice place to land.

Ms. McAllister then turned to the interest earnings for the General Fund on the Revenue Report in the amount of \$340,000. There were also additional interest earnings of \$43,000 posted to specific funds that they belong to (police detail, rec revolving, fiduciary bank account, etc.). This total is close to \$400,000 in interest earnings.

Mr. Houghton said that they were ready to go into a non-public session. A member of the public spoke, Bruce Cote, and questioned why the non-public wasn't on the agenda. Ms. Knab noted that there was a note on the agenda explaining that they could go into a non-public at any time during the meeting.

At 7:45 Mr. Houghton motioned to go into a non-public session to discuss employee matters in accordance with RSA 91-A:3, II(a). Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 8:25 p.m. Mr. Houghton motioned to come out of the non-public session and adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard
Recording Secretary