

MINUTES OF THE NOVEMBER 28, 2016 BOARD OF SELECTMEN MEETING

MEMBER'S PRESENT: Board Members Joe Lovejoy, David Canada and Bruno Federico and Town Administrator Paul Deschaine.

At 7:31 Chairman Canada opened the general meeting of the Board of Selectmen.

TREASURER'S REPORT: Town Treasurer Deb Bronson reported that the current balance was \$10,405,851.73.

NEW BUSINESS:

Cantrece Forest stated that she would like to see the Board of Selectmen minutes have more content and detail. As an example, she stated Parks and Recreation Director Seth Hickey was recently mentioned as having attended three events in Town. She felt people would like to know what these events were. Mr. Lovejoy indicated that he thought that detailed information might be able to be found in other commissions' minutes. Mr. Canada responded that he agreed that more detail would be good but that he didn't want the Board minutes to be redundant with other minutes or overly long. Mr. Deschaine stated that where department heads gave handouts detailing their activities, incorporating them as attachments to the minutes would provide detail. It was left that an effort would be made to expand on the minutes and that Ms. Forest would provide feedback in the future.

Highway Agent Colin Lavery indicated that by Sunday at 5 PM all of the recently installed Town Center maple trees would be lit to coincide with the Tree Lighting Ceremony planned for the Fire House at that time. They then discussed the possibility of putting wreaths up on the recently installed light poles and Mr. Lavery indicated that he would look into it and get them up if possible.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

MINUTES:

Mr. Lovejoy moved to approve the minutes of 11/21 as amended. Mr. Federico seconded the motion, with all in favor.

RESERVATIONS:

Divya Luther requested use of Room A on 12/17 for a Christmas Party.

The request was approved.

ADMINISTRATION:

Mr. Deschaine indicated that the forced hot air heater in the workshop at the Park was not working correctly and a repair company had come out to look at it. He continued that they had determined that it needed to be replaced and the Park Department had gotten quotes from Hartmann Oil for a propane replacement for \$2420 and an oil unit for \$3320. If an oil unit was used some chimney work would be required at an undetermined cost. He continued that they recommended propane.

Mr. Federico moved to approve the request as recommended which included funding from the 2016 operating budget. Mr. Lovejoy seconded the motion, which passed unanimously.

Mr. Canada presented a proposed Board newsletter which included information on the winter parking ban, transfer station hours and the lighting ceremony. Mr. Deschaine indicated that it should be mentioned that the town offices were going to be closed on December 26th and January 2nd for the holidays. He also suggested a mention of the upcoming informational public meeting regarding the ADG report on the Route 108 Corridor Study to be held December 13. Mr. Canada agreed to incorporate these items into the Newsletter and send it to Administrative Assistant Karen Richard for distribution in the morning.

Mr. Canada brought up the possibility of presenting a TIF District proposal to the 2017 Town Meeting. The District would encompass the Gateway District. He suggested hiring ADG to prepare the proposal since the format is complicated and time consuming. The Planning staff would be unlikely to have adequate time to do the work. It was agreed that Mr. Deschaine would ask ADG for a proposal to bring to the Board next week.

At 8:07 PM Mr. Canada moved to go into non-public session to discuss an issue that could affect the reputation of another, not a member of the Board. Mr. Lovejoy seconded the motion, which passed unanimously.

At 8:40 PM Mr. Canada moved to come out of non-public session and seal the minutes due to the nature of the conversation. Mr. Lovejoy seconded the motion, which passed unanimously.

ASSESSING DEPARTMENT:

Andrea Lewy, Town Assessor, stated that she had a recommendation for an abatement for Allan and Phyllis Lurvey of 30 Wiggin Way in the amount of \$368.30 plus 6% statutory interest.

Mr. Canada moved to approve the abatement as recommended. Mr. Lovejoy seconded the motion, which passed unanimously.

Ms. Lewy presented tax warrants for timber cutting at Lucy and Frank Perry's two lots on Stratham Heights Road. The timber yield produced a tax of \$394.86 from lot 5 of Map 6 and \$368.20 from lot 6. The Board approved the warrants.

Mr. Deschaine reported on gravel excavation ongoing at the Rollins Hill development. Severino Trucking reported to Mr. Lavery that some material was brought offsite triggering the need for an excavation permit and that they were preparing an application.

Ms. Lewy indicated that she had two Veterans Credits. She continued that the first was for Deborah Bakie, effective for 2017, and that she met the criteria for the Gulf War. She indicated that the second was for Robert Healy, effective for 2017, and that qualified because he received the Air Force Expeditionary Medal. She continued that she recommended approval for both.

Mr. Canada moved to approve the Veterans Credits for Deborah Bakie and Robert Healy as recommended.

At 8:54 Mr. Canada moved to go into non-public session to discuss potential litigation. Mr. Lovejoy seconded the motion, which passed unanimously.

At 9:19 PM Mr. Canada moved to come out of non-public and seal the minutes due to the nature of the conversation. Mr. Lovejoy seconded the motion which passed unanimously.

At 9:20 Mr. Canada moved to adjourn. Mr. Lovejoy seconded the motion, which passed unanimously.

Respectfully submitted,

Ashley Rodier
Recording Secretary