



# TOWN OF STRATHAM

INCORPORATED 1716

10 BUNKER HILL AVENUE • STRATHAM NH 03885

VOICE (603) 772-7391 • FAX (603) 775-0517

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## SELECT BOARD ACTION SHEET

For the regular meeting of  
January 4, 2021

This action sheet is provided as a means of communicating actions of the Select Board to the public in a timely manner. Meeting minutes associated with this meeting will be published following drafting and approval of the Board.

For more information about the meeting, please contact the Town Administrator's Office (603) 772-7391 ext. 187.

The meeting was called to order at 7:00 PM

- I. Call to order
- II. Roll Call
- III. Consideration of Minutes – December 21, 2020  
No minutes were available for approval.
- IV. Treasurer Report (first meeting of the month)  
Treasurer's Report was reviewed. Tax receipts were discussed.  
General Fund balance is \$14,952,171.59.
- V. Department Reports & Presentations
- VI. Correspondence  
Conservation Commission correspondence recommending acceptance of the Trail Management Plan. (see Action Items)
- VII. Public Comment  
No public comment.
- VIII. Public Hearings, Ordinances and/or Resolutions  
No Public Hearings, Ordinances and/or Resolutions.
- IX. Discussion of Monthly Reports (second meeting of each month)



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- X. New Business and Action Items
- A. Trail Management Plan  
Mr. Lovejoy motioned to accept  
Ms. Knab seconded the motion  
All voted in favor.
- B. Budget Schedule Discussion next steps and budget updates  
Reviewed upcoming meeting dates and first Budget Advisory Committee meeting and preparations for upcoming meetings.  
Reviewed updated budget figures with Finance Administrator Dawna Duhamel
- C. Town Meeting Preparations (election and business section)  
The Board discussed dates for scheduling the 2021 Town Meeting Business Session
- D. Town Report Update  
Mr. Moore provided updates on preparations
- E. Hazard Mitigation Plan Grant Agreement Extension  
Mr. Lovejoy motioned to accept the extension  
Ms. Knab seconded the motion  
All voted in favor
- XI. Town Administrator Report  
The Board discussed information presented by the TA on the following topics:  
Mr. Moore advised on the following topics:
- Advertising of Part-Time Office Assistant (Completed 12-30)
  - Open positions for March 2021 election
  - Use of Accrued Benefits Liability Trust  
The Board voted to confirm use of the Accrued Liability Trust for Sick & Vacation leave payout of \$17,321.78 for Andrea Lewy
  - Legislative Delegation – Board decided to reschedule to June 7.
  - The Board voted to accept the resignation of Town Assessor Andrea Lewy
  - The Board voted to authorize the Town Administrator to enter into a Professional Services Agreement with Andrea Lewy for assessing services.
  - Established a Select Board meeting on Monday, January 25 at 3:00 pm for a meeting (non-public session regarding personnel).
- XII. Informational Items



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XIII. Reservations, Event Requests & Permits

None

XIV. Review of Recent or upcoming Board & Commission Agendas

No discussion

XV. Boards and Commissions Nominations & Appointments

None

XVI. Miscellaneous & Old Business

A. Boards and Commissions Appointments

B. PFAS in Town Center Update

XV. Adjournment

At 8:12 p.m. Mr. Houghton moved to enter into a non-public session in accordance with RSA 91A:3, II(a); Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton motioned to come out of the non-public session at 9:30 p.m. Ms. Knab seconded the motion and moved to seal the minutes determining that failure to do so might render a proposed action ineffective. All voted in favor.

At 9:42 p.m. Mr. Houghton motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.