

## **MINUTES OF THE APRIL 4, 2022 SELECT BOARD MEETING**

Meeting held in the Hutton Room at the Stratham Municipal Center

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

ALSO PRESENT: Town Administrator David Moore, Finance Administrator Christiane McAllister, Police Chief Anthony King, Building Inspector/Code Enforcement Officer Jim Marchese, Parks & Recreation Director Seth Hickey

At 7:00 pm Mr. Houghton opened the regular meeting.

Mr. Anderson motioned to accept the minutes from the March 21, 2022 Select Board meeting. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton recognized Mr. Marchese to give his department report. Mr. Marchese reported no new projects. He is unsure as to the reason behind the slowdown.

Mr. Marchese informed the Board that there was an extensive inspection of 275 Portsmouth Avenue involving our Fire Dept. and the Fire Marshall's office. That report will be forthcoming. Discussion ensued about changes that need to be made to bring them into compliance with ordinances.

Mr. Marchese's department report touched upon various ongoing projects: continuing work on PFAS efforts, implementing new software and following up on outstanding permits.

### **NEW BUSINESS**

Mr. Houghton moved to Stratham Hill Park Homeland Security drill. Chief King hopes to hold a training exercise involving Homeland Security and our own, as well as neighboring communities, police, fire and EMS. Lt. Pierce will organize the drill, which will take many months to plan. They will use swat teams, dogs, and drones. He will be applying for a grant to cover the cost. Steve Cooper, Homeland Security, talked about the preparation leading up to the drill. The group discussed, in general, the proposed drill. The public will be made aware of the event well in advance of it taking place. Mr. Houghton requested feedback from the Park Association chair who was in the room and expressed support. Mr. Houghton motioned to approve the use of Stratham Hill Park for a Homeland Security Drill to be scheduled for early fall. Mr. Anderson seconded the motion. The group discussed the need to be kept up to date on specific plans for the event as they are made known. The Police Chief agreed that he would update the Board on the particulars prior to any announcements regarding the event. All voted in favor.

Next, Mr. Houghton recognized Dan Crow, who introduced John Cushing, Fair Committee Chair. Mr. Cushing announced that they will not be holding the traditional Stratham Fair this year. Because of the uncertainty of the pandemic and the months of preparation necessary to hold the fair, they are not able to move forward with it this year. Mr. Cushing said that this year they are looking to do a lower cost, family friendly event that would host the 4-H and would be

sponsored by the Fire Association. They're hoping to minimize risk and investment. This one day event will be held on July 16<sup>th</sup>. It will not be a fundraiser, as the fair was intended to be in the past. The golf tournament is now the fundraiser for the Fire and Police Departments. The Police Dept. would like to combine their National Night Out with this event. They are getting other committees on board. Mr. Houghton feels this reimagined fair adheres to the agrarian roots of Stratham and expressed support. Mr. Crow thanked Mr. Hickey for his guidance in preparing for the new event and noted that going forward a group that includes 4-H, the Association, the Police Department and Mr. Hickey would continue to meet.

Mr. Houghton moved to Chief King for his department report. He began by requesting funds from the CIP to purchase the new police cruiser. They discussed the uses of the older vehicles for department operations such as building inspection and general business use for Municipal Center offices. Mr. Anderson motioned to approve the release of \$36,165 from the CIP balance. Mr. Houghton seconded the motion. All voted in favor.

Next Chief King requested funds from the Police Detail account be released to pay for the equipping of the new cruiser. Mr. Anderson motioned to approve the release of \$13,720 from the Police Detail account to pay for equipping the new cruiser as outlined by Chief King. Mr. Houghton seconded the motion. All voted in favor.

Chief King then requested funds be released to outfit the new cruiser with information technology. Mr. Anderson motioned to approve \$6,519.98 for the purchase of the MTD equipment. Mr. Houghton seconded the motion. All voted in favor.

Chief King requested funds be released to purchase two radars for traffic control— one for the new cruiser and one for the 2019 motorcycle. Seacoast Harley leases us a Harley at no cost. We perform maintenance. Mr. Anderson motioned to approve the release of \$4,685 from the Traffic Control CIP. Mr. Houghton seconded the motion. All voted in favor.

Lastly, Chief King requested funds to replace the portable radios along with a microphone for each one. He had committed to purchasing two new portables each year; this is the third year of purchasing – two radios, two microphones. Mr. Anderson motioned to approve the release of \$7,846.30 from the Radio Communication Capital Reserve Fund. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton motioned to open the public hearing regarding the grant for body worn cameras. Chief King stated that, due to changes in accreditation and police standards, the state is moving towards the use of body worn cameras. He has developed policy and received a grant to purchase the equipment. Our IT consultant, Lee Todis, has increased the computer storage capacity of the dept. to enable them to retain the videos. This reduces cost because we do not have to pay an outside company to maintain them. It also gives us more control. Chief King is requesting to purchase 13 cameras; one for each full time officer and a spare for part time officers. The grant is a matching grant. He is requesting to use the money donated to them from the golf tournament. Mr. Houghton motioned to accept the grant in an amount up to \$13,000 to be applied towards the acquisition of body worn cameras for the police department. Mr. Anderson seconded the motion. All voted in favor. Mr. Houghton motioned to allocate up to

\$13,000 of the proceeds from the golf tournament to be used as match to support the acquisition of body worn cameras. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton addressed the Review of Parks, Areas and Naming Policy. Mr. Moore recalled that there have been two naming requests. At the last meeting, Ms. Knab suggested an active outreach to ensure any interested parties have ample time for comment. Mr. Moore wanted clarification on whether the policy should be amended to reflect this. Mr. Moore will draft changes to the policy, do the necessary outreach and set the Public Hearing following word that Mr. Merrill has received consent from the honoree.

Mr. Houghton directed attention to the Parks & Recreation Director Seth Hickey for an update on the Trail Management Advisory Committee. Mr. Hickey referenced his memo and suggested charge for the committee. The committee will act upon Phase 1 as outlined in the report. Current members, with the exception of one, plan to continue. Mr. Hickey inquired about increasing membership to 9 committee members. Referencing Mr. Hickey's submission of a charge for TMAC, Mr. Houghton requested a change to Item 1 A regarding signage. Mr. Anderson requested a vice chair be elected within the committee.

At 8:06 p.m. Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(a)(b)(c) and (d). Mr. Anderson seconded the motion. Roll call: Houghton – Yes; Anderson – Yes.

At 9:29 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so may render the proposed action ineffective. Mr. Anderson seconded the motion. All voted in favor.

The Board reviewed the informational items, including the annual Rockingham Planning Commission request for membership dues and the Dragon Mosquito public notice.

Mr. Moore received a request from the owner of 18 Christie Lane for a road closure for a private event. Mr. Moore reached out to staff who had no concerns but had some suggestions. Mr. Anderson motioned to allow the road closure at the hammerhead of Christie Lane on Saturday, July 30 from 12 pm -5 pm provided the stipulations outlined in Mr. Moore's memo are followed. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton motioned to approve the raffle permit request from Annie's Angels Memorial Fund. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton motioned to appoint Nancy Hunter to the Recreation Commission for a three-year term to expire in 2025. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore stated that he had not received Tom House's renewal application for the Planning Board and the Board decided to act on this appointment after the renewal came in.

Mr. Anderson motioned to approve the raffle permit request from Geri Denton on behalf of Troop 185. Mr. Houghton seconded the motion. All voted in favor.

#### ADMINISTRATION

Mr. Moore confirmed that DES has received our comments regarding Golf Club of New England's Large Groundwater Withdrawal renewal.

Mr. Moore reported that the Town Assessor would be submitting the next round of barn easements to them soon. Staff has coordinated with the Heritage Commission chair and town counsel on improving and matching our easement language to the most recent legislation.

Next, Mr. Moore called attention to the increase in pay rates called for by former Fire Chief Matt Larrabee. Although the increase is already in the budget, Mr. Moore needs formal authorization from the Board and will provide further clarification at the April 18<sup>th</sup> meeting.

The Seabrook Emergency Drill will be on Wednesday, April 6<sup>th</sup>. Mr. Moore said he will be there for the entire event. The Select Board discussed the timing of their attendance for the event.

Mr. Moore will arrange meet and greets for Mr. Anderson.

They discussed the schedule for signing of documents and checks.

#### RESERVATIONS

Mr. Moore received a request from Exeter Area Garden Club to use Room A on April 30 (and 29<sup>th</sup> for set up) to hold an indoor yard sale. Mr. Houghton motioned to approve the request. Mr. Anderson seconded the motion. All voted in favor.

Mr. Moore also received a request from Friends of the Library to use Room A on October 15 (and 14<sup>th</sup> for set up) to hold an indoor yard sale. Mr. Anderson motioned to approve the request. Mr. Houghton seconded the motion. All voted in favor.

Next, Mr. Moore receipted a request from Kim Williams, Acorn School, to use the Front Pavilion on October 1<sup>st</sup> and to have the fee waived in accordance with the policy. Mr. Anderson motioned to approve the request and waive the fee. Mr. Houghton seconded the motion. All voted in favor.

#### ADMINISTRATION

Mr. Moore turned conversation to 2022 goals for the organization. The document also identifies leads as well as timing goals. The Board reviewed these and decided to complete the conversation at its next meeting.

Mr. Moore stated that the Town Assessor has recommended 3 elderly exemptions and 3 veteran's credits and a land use change tax. The Board signed the paperwork.

The board signed other paperwork.

Mr. Houghton motioned to accept the resignation of Denise Lemire as Building and Code Enforcement Coordinator. Mr. Anderson seconded the motion. All voted in favor.

At 9:58 pm Mr. Houghton motioned to adjourn. Mr. Anderson seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard  
Recording Secretary