

## **MINUTES OF THE JUNE 20, 2022 SELECT BOARD MEETING**

Meeting held in the Hutton Room at the Stratham Municipal Center

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

**ALSO PRESENT:** Town Administrator David Moore, Finance Administrator Christiane McAllister, Parks and Recreation Director Seth Hickey.

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

Mr. Anderson motioned to accept the minutes from the May 31, 2022 Select Board meeting. Mr. Houghton seconded the motion. All voted in favor.

Mr. Houghton recognized Mr. Hickey to give an update on Summer Fest. Mr. Hickey introduced John Cushing, Fair Director, who supplied details on their planning for the upcoming event. Buildings and pavilions are being cleaned. The roster of events is coming together. Mr. Hickey added that they will put out a call for volunteers to assist. Mr. Cushing said they will not be charging admission, but they will accept donations. To facilitate this, they will have tablets available. Les Barker, treasurer of the Fire Association, is coordinating the finances. Ms. Knab suggested tracking the number of people that attend. Mr. Houghton thanked them for their work putting this event together.

Mr. Houghton recognized Mr. Hickey who reported on the Trail Management Advisory Committee's request to close the parking lot off of Jack Rabbit Lane temporarily. Chief King, the Conservation Commission and the Park Association all support this change. This is an attempt to curtail unwanted activity at the park, such as user conflicts with unleashed dogs in the parking lot, crowding in lot on weekends and commercial activity dog walking. Notices will be put on windshields. Cars with a Transfer Station pass will be allowed to park there. Signs will be developed as will flyer notices to notify people of the change. The Board discussed the requirements of adhering to the deed restrictions. It was felt there would be cooperation with residents who are invested in the park. They talked about a possible change to the stickers and wanted to make them simple and available to residents. Mr. Moore offered to talk further with Town Clerk/Tax Collector Deborah Bakie as part of a potential change in preparation for the expiration of the current permits (December 2022). Mr. Houghton motioned to authorize the Town Administrator and Parks & Recreation Director to move forward with the pilot proposal for changes to the Jack Rabbit Lane parking lot for the summer of 2022. Ms. Knab seconded the motion. All voted in favor.

Next, Mr. Hickey explained the installation of a counter at the park. We've borrowed it from the Rockingham Planning Commission. It's unobtrusive, has no camera; it simply counts. It's a great way to collect data on the number of park goers. Ms. Knab motioned to authorize Mr. Hickey to move forward with the people counter usage at SHP for a trial period. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton moved to new business regarding the proposals to change the name of Room A to the Joan Sewall Room. Mr. Anderson motioned name Room A at the Stratham Municipal Center the Joan M. Sewall Room in accordance with the policy and to add the name in the policy appendix. Mr. Houghton seconded the motion. There was discussion regarding whether each barn should be named separately or if they would be named collectively. Mr. Houghton motioned to move forward with separating the names to each of the barns with the intention, that should one barn be taken down, the names would be merged. Ms. Knab seconded the motion. All voted in favor.

Mr. Houghton moved to assessing items and abatements. Ms. Knab motioned to deny the request from Ocean State Job Lot pending further information from the applicant. Mr. Houghton seconded the motion. All voted in favor. Ms. Knab motioned approval of the abatement request for the Young's as recommended by the Assessor. Mr. Anderson seconded the motion. All voted in favor. Mr. Anderson acknowledged that the veteran's credit is a State law but inquired about the criteria to receive it. Mr. Moore explained that the Assessor determines eligibility under law and there is no means testing for receipt.

Mr. Houghton addressed the development agreements, 23 Portsmouth Ave, Optima Dermatology, has gone through the planning process and is ready to begin site work, pending outcome of the acceptance of the performance agreement and storm water agreement. Mr. Anderson motioned to approve the develop agreement between Stratham Retail Management and the Town of Stratham dated June 17<sup>th</sup> with a bond amount of \$206,000 for storm water and landscaping in accordance with the Planning Board approval for property located at 23 Portsmouth Ave., Stratham, NH. Ms. Knab seconded the motion. Mr. Houghton noticed that the bond can be drawn down at certain benchmarks but noted it wasn't included in the agreement. Mr. Moore contacted Town Planner Mark Connors for confirmation. Mr. Connors said the developer can request a drawdown at certain points of development, but the SB needs to agree with the request. They discussed examples of benchmarks. Mr. Connors explained that underground storm water mitigation is the first phase. A third party engineer does the inspections. A request for a reduction may be done upon completion of this phase. Mr. Houghton felt that adding specificity to the regulations regarding benchmarks would be a worthy discussion for the Planning Board.

Next Mr. Houghton addressed bake sales at elections. Flossy Wiggin, 76ers, made a request for their group to host a bake sale at the next General Election in November. Mr. Moore reminded the group that the Exeter Area Garden Club had also asked. The Board supports holding the bake sales but the logistics need to be figured out. During the past few elections, the sales were stopped because of Covid and there are potential layout challenges with the new voting location. Mr. Moore will work with the Town Clerk to figure out the logistics and get back to the Select Board in order to provide a final answer to the requesting groups. Mr. Moore will update the 76ers on the Boards intention and process.

#### INFORMATIONAL ITEMS

Mr. Moore reviewed the items listed. The Energy Commission is reviewing energy rate options

for the Town. NHDES has addressed our concerns in issuing the large groundwater permit renewal for Golf Club of New England. The Town's comments were incorporated in the new permit and additional monitoring has been included.

#### RESERVATIONS

Mr. Moore stated that there was a fireworks permit request, a raffle permit application and a request to waive the fee for a cross country meet held by CMS and Cornerstone School.

Mr. Anderson asked if the Fire Dept. had input on the Fireworks Permit requests. They discussed the many ways people can find the fire danger rating. Mr. Houghton wanted a location to find the rating put on the application. Mr. Anderson motioned to approve the fireworks permit from Patrick McKernan, 4 Russell Drive, conditioned upon him contacting the Fire Dept. the day of the event and also in accordance with Stratham's Noise ordinance which does not permit noise after 10:00 pm. Ms. Knab seconded the motion. All voted in favor.

Ms. Knab motioned to approve the raffle permit application from the NHSPCA with a drawing August 8th. Mr. Anderson seconded the motion. All voted in favor.

Ms. Knab motioned to approve the request from the Cornerstone School / CMS to hold a cross country meet at Stratham Hill Park on September 27. Mr. Anderson seconded the motion. All voted in favor.

#### APPOINTMENT

Mr. Houghton motioned to appoint Rebecca Mitchell to the Heritage Commission for a three year term ending 2025. Mr. Anderson seconded the motion. All voted in favor.

#### ADMINISTRATION

Mr. Moore reviewed the topics covered in the department head meeting. He, along with Fire Chief Jeff Denton, are moving forward with the recognition for former Fire Chief Matt Larrabee. Chief Denton and DPW Director Nate Mears will be at the next Select Board meeting. Mr. Moore attended Mr. Connors graduation from Seacoast Leadership. Mr. Moore explained what was done to meet the requirements set forth by the Dept. of Labor inspection. Mr. Moore reported a good Open Space meeting with committees and boards. The meeting was videotaped. The Energy Commission is reviewing options for electricity through the aggregation group and will soon bring a recommendation to the board.

Mr. Moore would like to reach out to the condo and home owners associations for contact info. Mr. Anderson said that he is part of a group of approximately five condo associations that meet regularly. Mr. Moore said he would welcome attending one of the groups meetings.

Mr. Moore reported on the preparations for the all employee meeting. The group discussed the agenda for the meeting. They wanted a meeting that would be interactive and engage the staff. In response to Mr. Anderson's question, Mr. Moore gave history of the Town's departmental infrastructure. They want achievements to be highlighted. Room set up was discussed.

At 8:50 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c) to discuss matters that may affect the reputation of another. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

At 9:20 pm Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so may render a proposed action invalid. Mr. Anderson seconded the motion. All voted in favor.

Mr. Houghton welcomed Library Director. She explained the Library Trustee's process to find her replacement. She announced two positions that have been filled – a shelver and a youth teen specialist. Ms. Kimball was excited to explain the work being done for the Quality of Place grant. The goal of the project is to draw a picture of how people connect with the town and with each other. How do we sustain things that are working? How do we enhance it? Where can we build more connectivity in the future? Great ideas have already begun to be generated. Once the information is gathered, a vision document, similar to the Master Plan, will be produced. Ms. Kimball said their employee manual is with the legal department for review. She thanked Ms. McAllister for her help with it.

At 9:26 pm Mr. Houghton motioned to go into a non-public session in accordance with RSA 91-A:3, II(c) to discuss matters that may affect the reputation of another. Ms. Knab seconded the motion. Roll call: Houghton-yes; Knab-yes; Anderson-yes

Mr. Houghton motioned to come out of the non-public session and seal the minutes noting that failure to do so may render a proposed action invalid. Ms. Knab seconded the motion. All voted in favor.

At 9:28 pm Mr. Anderson motioned to adjourn. Ms. Knab seconded the motion. All voted in favor.

Respectfully submitted,

Karen Richard  
Recording Secretary