

## **MINUTES OF THE MAY 7, 2018 BOARD OF SELECTMEN MEETING**

**MEMBER'S PRESENT:** Board Members Bob O'Sullivan, Joe Lovejoy, Mike Houghton and Town Administrator Paul Deschaine.

At 7:33 pm Chairman Houghton opened the general meeting of the Board of Selectmen.

### **MINUTES**

Mr. Lovejoy made a motion to approve the minutes from April 30, 2018 as amended. Mr. O'Sullivan seconded the motion which passed unanimously.

### **TREASURER**

Town Treasurer Deb Bronson stated that the General Fund balance is \$5,525,356.20.

### **NEW BUSINESS**

Melissa Gahr, member of Pedestrian & Cyclist Advocacy Committee, presented 3 DOT approved bike safety signs. She is requesting signs be installed on roads with high bike traffic: Winnicutt Rd, Squamscott Rd, Rt 33 from Winnicutt Rd towards Portsmouth to the town line and on Stratham Heights Rd with the cost being paid by the Town. It would cost \$96 per sign, with an additional cost for hardware and installation. Mr. Houghton supported the idea of the signs, advised Ms. Gahr to layout a detailed plan and coordinate with Public Works Director Colin Laverty. Mr. Deschaine added that on State roads, the State has the final say as to where the signs are placed.

Residents Jeff and Kim Peirce of Union Road came before the Board to request "Animal/Deer Crossing" signs. They are concerned because many deer and other animals that have been injured or killed by cars in their neighborhood. They believe a sign would alert motorists to the high concentration of wildlife in this area and cause them to slow down. There was discussion about wildlife throughout Stratham. Mr. O'Sullivan made a motion to install two signs on Union Road between Barker Road and Seavey Pasture Road. Mr. Lovejoy seconded the motion which passed unanimously.

Resident Andrew Goddard, of Sanctuary Drive, and owner of Copley Properties, came before the Selectmen regarding issues he's encountered while developing Barbaras Way. He expressed dissatisfaction with the Town regarding what he feels is unfair treatment and slow response times. He felt the Letter of Credit was unnecessarily held up. He posted a cash bond instead, which kept his cash flow tied up, thereby preventing him from moving forward with other projects. Mr. Goddard was frustrated that his request for building permits without posting a bond were denied. He cited discrepancies between RSA 676:12 which allows building permits without a bond and Town subdivision regulation 4.4.8 which requires a bond be in place. He referred to another developer in town who he felt was in a similar situation as his, but that developer was issued permits and therefore allowed to move ahead with his project. Mr. Deschaine said that Public Works Director Colin Laverty noted several deficiencies regarding drainage with the construction site and issued a letter to Mr. Goddard. Mr. Laverty has been working with the contractor to correct the issues.

Mr. Goddard responded that the work was not deficient; it was incomplete. He reiterated that he was upset at what appears to be inequitable decisions regarding permits. Mr. Deschaine explained the distinction between the two situations. The developer Mr. Goddard referred to had been erroneously issued permits (and without Selectmen approval) before a bond was posted. New procedures were put into place to ensure that that mistake wouldn't be repeated. Mr. Houghton thanked Mr. Goddard for bringing these issues to their attention. He assured him that the Letter of Credit would move forward and building permits would be issued. Further, Mr. Houghton said that there would be additional review of this topic and they will strive to do better.

For the record, Mr. Deschaine wanted it noted that he did not draft any portion of the letter of April 18<sup>th</sup> that Mr. Goddard referred to. Mr. Lavery concurred that he wrote the letter himself after meeting with the Building Department and Mr. Deschaine. The purpose of the letter was to document his concerns.

#### HIGHWAY

Mr. Lavery handed out his department report created using the new format. Mr. Houghton said the Board would email feedback separately after they've had a chance to look at it. Upon first review, they thought it looked excellent.

Mr. Houghton said they need to determine a due date for the monthly reports. It was decided the 15<sup>th</sup> of the month would be the best date to allow for inclusion of information from Accounting Supervisor Valerie Kemp's financial reports. Mr. Deschaine made the Selectmen aware that the reports, once submitted, would be public record. The Selectmen agreed to reach out to the department heads if clarification on anything was needed. Actions based on this interaction would still require two or more Selectmen's approval.

Mr. Lavery had the following requests:

To spend \$34,400 of \$43,965 of the bond in place for Crockett Hill Farm phase I. Twenty-seven drainage structures are near collapse. Mr. O'Sullivan made a motion to approve the request. Mr. Deschaine gave background saying the original developer was sued by the Homeowner Association and walked away from the project. The funds were orphaned and will be used for that which it was intended. Mr. Lovejoy seconded the motion which passed unanimously.

Secondly, Mr. Lavery requested extending the Bell & Flynn Contract for road construction and paving for 2018 season. Mr. Lavery said that Bell & Flynn has given the Town reduced rates and is willing to guarantee us pricing on liquid asphalt until 7/15. They also give us first priority to get everything done before 7/15. Mr. Lovejoy made a motion to accept the Bell & Flynn pavement contract with a base rate of \$69/ton, a \$2 per ton increase from last year, through July 15, 2018. Mr. O'Sullivan seconded the motion which passed unanimously. Mr. O'Sullivan inquired about putting work out to bid. Mr. Lavery responded that he feels it is important to do so, he has in the past, and would do so in the future at the selectmen's request. Mr. O'Sullivan wanted to ensure we were getting the lowest price. It was noted that Bell & Flynn are local and they give us priority and their prices have been competitive with the contracts other towns have received.

Thirdly, Mr. Lavery was looking for direction on selling Truck #7 on a private sale before trading it in. He'd like to receive \$15-\$18,000. The timetable has been moved up because the cab and chassis from Western Star are now scheduled to come in mid-July. He'd like to open bids on June 25<sup>th</sup> and award winner. The Selectmen advised him to set a minimum offer for the bids.

Lastly, Daimler (Western Star Trucks) has invited the Highway Department to their facility in Oregon for training regarding emissions, functionality and key components of DD13 Detroit Diesel Engine. Mr. Lovejoy motioned to authorize the four full time Highway personnel to take up the offer by Daimler and the time be compensated and transportation expenses be covered by the Town. Lodging is being paid by Daimler. Mr. O'Sullivan suggested a one-time per diem of \$60, no alcoholic beverages, to be reimbursed. Mr. O'Sullivan seconded Mr. Lovejoy's motion which passed unanimously.

Mr. Deschaine referring to Mr. Lavery's report, asked about his Key Performance Indicators and more particularly, the winter snow maintenance report. Mr. Lavery detailed how this winter compared to last. Costs were up \$12,000. We had ice early in the season and used a lot of salt. Salt usage was up 21%. Equipment maintenance is down 58%; labor was up 10% due to longer snow plow routes and timing of the storms for overtime. Fuel was up 6%. These factors made it a slightly more expensive year than last.

#### MEETINGS

Mr. Houghton reviewed the meetings to be held. Mr. Deschaine reported that the Energy Commission will be working on street lighting and upgrading LEDs. Mr. Houghton reported that the Conservation Commission requested the remaining portion of the Bartlett-Cushman property be put in conservation. Although the land's use is unclear at this point, Mr. Houghton wanted to respond to the Commission. Mr. Deschaine will draft a letter. The Heritage Commission will be requesting preservation of the entire frontage of the Bartlett-Cushman house. Other meetings this week include: Unifit Preparedness meeting, Rockingham Economic Development Committee, Public Works, Planning Board, Municipal Association Policy Committee meeting. Planning Board continued discussion regarding the Whittaker subdivision. Lamprey Board of Directors met and accepted the high bid on the truck which was \$40,000. Mr. Lovejoy said that the Rt 108 Corridor Study Committee will be meeting twice monthly and hopes to add two new members.

Mr. O'Sullivan questioned if the Master Plan is taking into account what the Rt 108 Corridor Study Committee is doing. He questioned if the demographics had changed since the Gateway was voted on and if the residents were still interested in further commercial development. Mr. Deschaine wondered if the residents were fully informed. Doing nothing doesn't mean nothing will change - there will continue to be growth and taxes will continue to rise. Mr. Lovejoy noted that residential development in town continues with each house costing more than it contributes. Increased homes bring the need for increased services (such as a compensated fire and emergency services). If there's been no commercial development to offset these expenses, taxes will increase. Mr. O'Sullivan was concerned that many people, particularly those on a fixed income, will need to move out of town because they won't be able to afford to live here any longer. Mr. Houghton stated that both the Master Plan and the Gateway project are priorities,

run concurrently. One creates a vision for zoning and regulation and use of land and the other speaks to a small portion of the Town which promotes density and commercial development and the chance to diversify the tax rate. Mr. Houghton advocates promoting just the facts and listening to what the residents want to do. The Master Plan is more global. The Master Plan Committee is primarily a steering committee. They will give feedback to the consulting group. Public hearings will be held to bring the information to the public.

#### RESERVATIONS

The American Legion Post 32 requested use of the 4-H Pavilion on 8/25. Mr. O'Sullivan motioned to allow the request and waive the fee. Mr. Lovejoy seconded the motion which passed unanimously.

The Institute of Professional Practice requested use of the Front Pavilion on 6/29. Mr. O'Sullivan motioned to allow the request and waive the fee. Mr. Lovejoy seconded the motion which passed unanimously.

Officer Kevin O'Neil requested use of the Scamman Pavilion for a home school field trip. Mr. O'Sullivan motioned to allow the request and waive the fee. Mr. Lovejoy seconded the motion which passed unanimously.

#### ADMINISTRATION

Mr. Deschaine contacted Atlantic Survey of Dover regarding the Bartlett-Cushman house. Mr. O'Sullivan made a motion not to exceed \$4,500 and accept the Atlantic Survey proposal to start the survey in no more than 4 weeks and no less than 6 weeks and to authorize Mr. Deschaine to sign the documents. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. O'Sullivan asked about an item on the BOS Outline, the Doe Run Lane property. Mr. Deschaine explained that an abutter expressed interest in the property which has been held by the Town for many years and cannot be put to good use. Mr. Deschaine detailed the steps necessary to sell the land. Mr. Houghton instructed Mr. Deschaine to move forward with selling it. The Selectmen advocated listing it as Surplus Property. Mr. O'Sullivan made a motion for 17 Doe Run Lane empty lot to be declared a surplus property to the Town of Stratham and that we will proceed with notifications to the Conservation Commission and the Planning Committee to allow us to solicit buyers. Mr. Lovejoy seconded the motion which passed unanimously.

Referring to an item on the Outline, Mr. Houghton asked about the Policy for Charges for Copies of Public Records was. Mr. Deschaine said it was a pending project to unify charges of all the departments.

At 9:52 Mr. O'Sullivan made a motion to adjourn. Mr. Lovejoy seconded the motion which passed unanimously.

Respectfully submitted,  
Karen Richard, Recording Secretary