

MINUTES OF THE JULY 16, 2018 BOARD OF SELECTMEN MEETING

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

At 7:03 pm Mr. Houghton opened the public meeting of the Board of Selectmen.

MINUTES

Mr. Lovejoy made a motion to approve the minutes of June 25, 2018. Mr. O'Sullivan seconded the motion which passed unanimously.

TREASURER

Town Treasurer Deb Bronson stated that the General Fund balance is \$11,932,241.10.

POLICE

Police Chief John Scippa recognized officers that have gone above and beyond in their service to the community. He thanked Library Director Lesley Kimball for her help in objectively reviewing the applicants. Cantrece Forrest received a Citizens Award for her community outreach program promoting bicycle safety. Officer Amanda Bibeau received the Excellent Police Duty award for her work with the bicycle safety program. Sargent John Emerson also received the Excellent Police Duty award for organizing a number of food drives over the past year. Both Officer Charles Law and Officer Mike Doucette received Excellent Police Duty awards for enforcement of motor vehicle laws while on patrol. Officer Mike Doucette also received the Excellent Police Duty award for assisting an adult with self-inflicted injuries. Officer Steve Janvrin received a Meritorious Police Service citation for his assistance with a bank robbery. His investigative efforts led to arrest of two criminals. Chief Scippa expressed appreciation to the Board for recognizing the officers. The Board congratulated the officers and thanked them for their service to the Town.

HIGHWAY

Public Works Director Colin Lavery presented his monthly update. He is requesting Selectmen's approval of the Pitkin Construction cost estimate for SHP ball field reconstruction, along with his drafted public notification. Mr. Lovejoy made a motion to approve the Pitkin cost estimate to remove material from the upper ball field at Stratham Hill Park. Mr. O'Sullivan seconded the motion which passed unanimously.

Mr. Lavery explained that Exeter Fire Dept and Highway Dept. have difficulty getting mutual aid services to Sterling Hill because GPS is directing people to a gated location. They are requesting a street sign with an arrow off of Academic Way, at the entrance to the Vineyards, at Chancellor Drive pointing to Sterling Hill's shared access. Exeter Fire Dept is working with GPS to correct the issue. The Board suggested a sign on Guinea Road. Mr. O'Sullivan made a motion to proceed with the signs to properly mark for the Fire Dept for Sterling Hill. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Lavery requested to increase spending on the existing Crockett Hill Phase I Bond. Many of the catch basins have been deteriorating and need to be rebuilt. They also need to install an

additional underdrain. Mr. O'Sullivan made a motion to approve the underdrain work up to the amount of the bond. Mr. Lovejoy seconded the motion which passed unanimously.

NEW BUSINESS

Pedestrian & Cyclist Advocacy Committee Co-Chair Bettina Kersten gave a brief background on the mission of the committee. She thanked the Police Dept and the Parks & Recreation Dept. for their part in educating the children about bicycle safety. Bike to School Day and Walk to School Wednesdays, were popular events. She cited the benefits of these activities, including improved classwork and less social issues. Ms. Kersten expressed concern about the speed limit near SMS and noted that parking a police cruiser near the school improves the situation. Ms. Kersten announced that the Safe Routes to School Grant has been approved and is ready to use. Mr. Deschaine presented the Planning Contract with Rockingham Planning Commission and the Technical Engineering Contract. Mr. Houghton made a motion to authorize the Town Planner to execute the contracts for the consulting engineers for Safe Routes to Schools. Mr. Lovejoy seconded the motion which passed unanimously.

POLICE

Review of the Large Assembly Ordinance grew out of concerns that personal properties were being used for public gatherings. Chief Scippa explained that the ordinance addresses quality of life issues for the people that live around the location that is going to have recurring large events. The new ordinance requests the host of such an event come to the Town to discuss the details. Among the people providing input to the new ordinance was Paul Deschaine, Town Planner Tavis Austin and Code Enforcement Officer/Building Inspector Mark Morong. There was discussion regarding the number of events one place can have and if the nature of the event would change that number. It was decided not to designate a specific number. Mr. Houghton requested the Fire Chief be consulted and his input incorporated. Mr. Deschaine requested the Town attorney also be consulted. The Board reviewed the Outdoor Vendor and Transient Sales Ordinance. Parks & Recreation Director Seth Hickey reviewed the ordinance and said it addresses his concerns. Mr. Houghton requested Mr. Austin and Chief Larrabee review the ordinance. Chief Scippa explained that the host of the event would ask the vendor to obtain a permit so that the Town will have information. In the past, the host held the permits making it difficult for the Town to get information.

Chief Scippa presented his dashboard report.

NEW BUSINESS

Fair Director Francisco Marin requested they be allowed to use credit cards at the Fair. In the past, they have only accepted cash. Although there is an ATM available, in the past it has run out of money, resulting in lost revenue for the Fair. Mr. Marin would like to use Square to process credit card payments. Mr. Deschaine investigated the laws and privacy issues and has no concerns. Mr. Lovejoy made a motion to approve the use of credit cards as outlined for the purpose of the Fair. Mr. O'Sullivan seconded the motion which passed unanimously. Mr. Houghton made a motion to approve the fireworks permit for the Fair. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Hickey said the Skate Park Committee will have a tent at the Fair and hopes to raffle off a skateboard. Mr. O'Sullivan made a motion to approve the Parks & Recreation Dept. request for a raffle permit to be held throughout the Fair with the winner being drawn on 7/23 at 3:00pm at the Parks & Recreation office. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Houghton said that he wanted to give clarity as to what the selectmen are requesting regarding the skate park. He is seeking broad-based, collaborative effort with all stakeholders involved in the process. He wants the issues discussed and a consensus reached. All Town administrative staff must be in support of the path forward. In addition, if funds are required to bring a site up to standard, those funds need to be included in the budget. Resident Mike Tallone responded that they want to proceed in a manner that everyone is confident in. Mr. O'Sullivan reminded them that they must put out a Request for Quotes for the design and construction of the park. Resident Kerri Viviathana expressed concern about the requirement of fencing around the Town garage. Mr. Hickey said he was looking into other sites and will present another report. Mr. Lovejoy addressed the fencing requirement noting that when the fields are used currently, there are coaches and parents in attendance for the games; users of the skate park would be unsupervised.

Alan Gould, President of Municipal Resources Inc., gave qualifications of his company to find a candidate for the Town Administrator position. He described the recruitment and screening process and outlined various options, depending on the amount of involvement the selectmen want to have. Mr. Houghton supported the process that was described and wants to move forward with it. The timeline for Mr. Deschaine's retirement was discussed. Mr. Gould will get a contract to Mr. Deschaine. The possibility of using MRI to fill the open Code Enforcement/ Building Inspector position was briefly discussed.

Next, the selectmen discussed subdividing the Bartlett-Cushman House property. Doing so will require State approval. Mr. Houghton made a motion to support the North/South lot line adjustment plan retaining 1.33 acres for Stratham. Mr. O'Sullivan seconded the motion which passed unanimously. Mr. Deschaine briefly compared the previous Heritage Commission's proposal for preservation easement features with the new one. Mr. Houghton suggested Mr. Deschaine contact Realtor Colleen Lake to obtain an updated proposal and contract. They are looking for her feedback.

ADMINISTRATION

Code Enforcement Officer and Building Inspector Mark Morong announced his retirement plans, but is willing to continue working as part-time Building Inspector. Town Planer Tavis Austin is willing to perform some of the Code Enforcement duties until someone can be hired. Mr. Houghton motioned to temporarily appoint Tavis Austin as Code Enforcement Officer. Mr. O'Sullivan seconded the motion which passed unanimously.

Mr. Deschaine discussed the Chisholm Farm Road Deed and Bond release. He gave a timeline, beginning with the subdivision in 2003, and noting that as of January 1, 2010 the Homeowners Association turned over maintenance of the trails to the Town. In the 6 – 8 years since then, the trails haven't been used or maintained and have grown over. One reason why the trails may not have been used is because signs had been posted saying you need permission of the Management

Company to use the trails. A No Trespassing sign had also been posted. The Selectmen questioned which department should've taken responsibility. They discussed how to remedy the situation. It was decided to reach out to the Homeowners Association regarding maintenance of the trails. Mr. Houghton made a motion to accept the deeds presented relative to this subdivision and subsequently releasing the surety bonds upon their accreditation. Mr. O'Sullivan seconded the motion which passed unanimously. The Selectmen signed the Fire Pond easement that provides permanent access to the fire pond from which the fire dept. may withdraw. A number of documents regarding drainage easements were also signed.

MEETINGS

Mr. O'Sullivan reported on the Conservation Commission meeting last week. UNH Extension services did a presentation on rising tides and the impact on the wetlands. It raised concerns that available lands will be decreasing in the future. Wells and septic fields will see an impact. Mr. Deschaine noted that Stratham has a Shoreline Protection Ordinance but we haven't concentrated on the tributaries that are throughout the town. Mr. O'Sullivan thought it was an excellent presentation and would like to have them return to do a public presentation.

At 9:40pm Mr. O'Sullivan made a motion to go into non-public session to discuss a personnel issue. Mr. Lovejoy seconded the motion which passed unanimously. At 10:23 pm Mr. O'Sullivan made a motion to come out of the non-public session and seal the minutes. Mr. Lovejoy seconded the motion which passed unanimously.

RESERVATIONS

The NHSPCA is requesting use of the 4-H Pavilion on August 18 for a fundraiser and requesting the fee be waived. Mr. O'Sullivan made a motion to approve the use and waive the fee. Mr. Houghton seconded the motion which passed unanimously.

At 10:25 Mr. Lovejoy made a motion to adjourn. Mr. O'Sullivan seconded the motion which passed unanimously.

Respectfully submitted,

Karen Richard
Recording Secretary