

MEETING OUTLINE FOR BOARD OF SELECTMEN MEETING

October 15, 2018

7:00 P.M. Call to Order

- I Secretary's Report: Minutes of 09/17/2018
- II Treasurer's Report:
- III Chairman's Report: **Household Hazardous Waste Collection Day is October 20th 8am-1pm**

Meetings scheduled this week:

Tue 10/16 Master Plan Workshop
Wed 10/17 Planning Board/LID worship
Thu 10/18 Recreation Commission
Fri 10/19 EACC Board of Directors
Tue 10/23 Board of Adjustment
Wed 10/24 SWA meeting
Wed 10/24 Conservation Commission
Thu 10/25 Rt. 108 Committee
Fri 10/26 PCAC meeting
Tue 10/30 Trick or Treat

Meetings to report on:

Tue 10/2 Ambulance open house
Wed 10/3 Planning Board
Sat 10/6 FD pancake breakfast
Tue 10/9 Energy Commission
Wed 10/10 Conservation Commission
Wed 10/10 Heritage Commission
Thu 10/11 Public Works Commission
Thu 10/11 Rt 108 Committee
Sat 10/13 Family Fun Day

- IV Park Permits/Municipal Center & Firehouse Rentals: (see signature file)
- V Department Reports:

Pending Issues

- Administration:** **Weekly**
 - Doe Run Lane tax deed property
 - Purchasing policy creation
 - All employee meeting (November 27th)

- Highway:** **1st Monday of the Month**
 - Stop sign installed at entrance from Gifford Fields to Jackrabbit Ln.

- Parks & Recreation:** **4th Monday of the Month**
 - Previous/next months' activities schedule & enrollments
 - Report on Recreation Revolving Fund
 - Departmental Reorganization Plan
 - Trailhead signs for parking
 - Flag pole project at SHP for the Friends Group
 - One Sky donation of a universal swing-value and status
 - Additional lighting installed on the natural skating rink

- Police:** **2nd Monday of the Month**
 - Lighting of the Police Dept. sign
 - Narcans use or availability in PD for officer safety
 - DARE Fund status
 - Police Facebook and webpage posting on bike safety and rules of the road
 - Large Assembly and Vendor Ordinances
 - Stratham Circle traffic safety

- Fire/OEM: 2nd Monday of the Month**
 Fire Dept. Details
 Written EMS billing aging report write-off policy
 Criteria to be used to measure need for a full-time FD
 Revisit FD cleaning and maintenance efforts

- CEO/Building Inspector: 3rd Monday of the Month**
 Report on building activity
 Report on home occupation reviews
 Chisholm Farm HOA trail maintenance enforcement

- Town Clerk/Tax Collector: quarterly as needed**
- Town Planner: 3rd Monday of the Month**
 Report on planning activity
 Report on offsite improvement funds and performance bonds
 Chisholm Farm HOA trail maintenance enforcement
 Are schools required to file a NOI for the MS4
- Town Assessor: 4th Monday of the Month**
 Abatement & applications for Exemptions/Tax Credits
 Develop a proposed index of elderly exemptions to be
 proposed 2019 TM

VI Committee Reports

VII Old Business

- A. Appointments for 2018 vacancies to various boards/commissions/committees.
 - i. Board of Adjustment—2 regular and 2 alternate members
 - ii. Recreation Commission—2 regular & 1 alternate members
 - iii. Public Works Commission—1 regular & 2 alternate members
 - iv. Rockingham Planning Commission—1 alternate representative
 - v. Southeast Watershed Alliance—1 regular representative
 - vi. ESRLAC—2 regular representatives
- B. Continued discussion on the disposition of the Bartlett-Cushman House
- C. Discussion on the Town Administrator recruitment process
- D. Report on alternative recycling collection processes

VIII New Business

- A. Library Director capital expenditure request
- B. Bartlett-Cushman House baseline documentation contract
- C. Town Clerk to discuss logistics of the November mid-term election
- D. Town Clerk/Tax Collector to discuss a policy on returned ACH payments

IX Public Comments

- X Incoming & Outgoing correspondence, pending items and check authorizations
 - Road excavation permits
 - Policies for charges for copies of public records.
 - Working on RFP's for elevator & generator maintenance.

XI Adjournment

91-A:3 Nonpublic Sessions:

- I. (a) Public bodies shall not meet in nonpublic session, except for one of the purposes set out in paragraph II. No session at which evidence, information, or testimony in any form is received shall be closed to the public, except as provided in paragraph II. No public body may enter nonpublic session, except pursuant to a motion properly made and seconded.
- (b) Any motion to enter nonpublic session shall state on its face the specific exemption under paragraph II which is relied upon as foundation for the nonpublic session. The vote on any such motion shall be by roll call, and shall require the affirmative vote of the majority of members present.
- (c) All discussions held and decisions made during nonpublic session shall be confined to the matters set out in the motion.

(Paragraph II has been edited down to only those exceptions applicable to Towns.)

- II. Only the following matters shall be considered or acted upon in nonpublic session:
 - (a) The dismissal, promotion, or compensation of any public employee or the disciplining of such employee, or the investigation of any charges against him or her, unless the employee affected
 - (1) has a right to a meeting, and
 - (2) requests that the meeting be open, in which case the request shall be granted.
 - (b) The hiring of any person as a public employee.
 - (c) Matters which, if discussed in public, would likely affect adversely the reputation of any person, other than a member of the public body itself, unless such person requests an open meeting. This exemption shall extend to any application for assistance or tax abatement or waiver of a fee, fine, or other levy, if based on inability to pay or poverty of the applicant.
 - (d) Consideration of the acquisition, sale, or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.
 - (e) Consideration or negotiation of pending claims or litigation which has been threatened in writing or filed by or against the public body or any subdivision thereof, or by or against any member thereof because of his or her membership in such public body, until the claim or litigation has been fully adjudicated or otherwise settled. Any application filed for tax abatement, pursuant to law, with any body or board shall not constitute a threatened or filed litigation against any public body for the purposes of this subparagraph.
 - (i) Consideration of matters relating to the preparation for and the carrying out of emergency functions, including training to carry out such functions, developed by local or state safety officials that are directly intended to thwart a deliberate act that is intended to result in widespread or severe damage to property or widespread injury or loss of life.
 - (j) Consideration of confidential, commercial, or financial information that is exempt from public disclosure under RSA 91-A:5, IV in an adjudicative proceeding pursuant to RSA 541 or RSA 541-A.
 - (l) Consideration of legal advice provided by legal counsel, either in writing or orally, to one or more members of the public body, even where legal counsel is not present.