

MEETING OUTLINE FOR BOARD OF SELECTMEN MEETING

November 5, 2018

7:00 P.M. Call to Order

- I Secretary's Report: Minutes of 9/26/2018 & 10/15/2018 plus amendments to 09/10/2018 and 10/01/2018 previously approved minutes.
- II Treasurer's Report:
- III Chairman's Report: **2018 Tax Rate set at \$21.00 per thousand**

Meetings scheduled this week:

Tue 11/6 Election Day
Wed 11/7 NRAA meeting
Wed 11/7 RPC Legislative Forum
Wed 11/7 Planning Board
Thu 11/8 Unutil Gas Service Safety meeting
Thu 11/8 REDC Board of Directors
Thu 11/8 Public Works Commission
Thu 11/8 Rt. 108 Corridor Committee
Fri 11/9 Skate Park Committee meeting
Sun 11/11 Veterans' Day Observance
Mon 11/12 Veterans' Day Holiday Office Closed; there will be a Selectmen's Meeting
Mon 11/12 First Day to accept Zoning Amendment petitions

Meetings to report on:

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

- 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
 - Amend 9/10 & 10/1 minutes
 - Jim Joseph's request for vacation pay
 - Veterans' Day observance time
 - Val's request to keep excess funds in the payroll account
 - NP to discuss draft town administrator's employment agreement
- 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**
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

VIII New Business

- A. Public Hearing on acceptance of a donation from the SVFDA of a new Kubota RTV
- B. Appointing a new signatory for the purposes of the Community Development Block Grant (CDBG)
- C. Presentation by Melissa Gahr on the Pedestrian & Cyclist Advocacy Committee (PCAC) survey results

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.