

MINUTES OF THE AUGUST 21, 2017 BOARD OF SELECTMEN MEETING

MEMBER'S PRESENT: Board Members Bruno Federico, Joe Lovejoy, and Michael Houghton and Town Administrator Paul Deschaine

At 7:05 pm Mr. Federico motioned to go into a non-public session to discuss a personnel issue. Mr. Lovejoy seconded the motion, which passed unanimously. At 7:40 pm, Mr. Houghton moved to come out of non-public session and to seal the minutes due to the personnel issues discussed. Mr. Lovejoy seconded the motion, which passed unanimously.

At 7:42 PM Chairman Federico opened the general meeting of the Board of Selectmen.

MINUTES:

Mr. Federico moved to approve the minutes of 8/14 as amended. Mr. Lovejoy seconded the motion, which passed unanimously.

TREASURER'S REPORT:

Town Administrator Paul Deschaine indicated that the current General Fund balance was \$8,562,563.57.

CODE ENFORCEMENT/BUILDING INSPECTION

Code Enforcement Office/Building Inspector Mark Morong handed out reports and asked if there were any questions. Mr. Deschaine asked about the status of Auto Fair. Mr. Morong said he would meet with them to inquire about the delay in construction. Mr. Federico asked about the landscaping at Irving Gas. Mr. Morong said that there were problems with the original contract and an issue as to who was paying for the landscaping. Mr. Morong said he spoke with the landscaper and the project should be complete this week. Mr. Houghton asked about the Nissan parking issues. Mr. Morong said that they are not in violation at this time.

NEW BUSINESS

Mr. Deschaine said that there was a written request to create an ad hoc committee, Pedestrian and Cyclist Advocacy Committee. Melissa Gahr, Bettina Kersten, Andrea Benson, Pamela Hollasch came before the Board. They have informally reached out to Stratham residents and found there was a great desire for more accessible walking/biking routes. Mr. Houghton was in support of the group, saying it was a great initiative. This group would have a voice in the town, be able to seek funding, and incorporate walking/biking paths into the future design of the community through the master plan. Mr. Houghton suggested they work with the Planning Board. He did foresee challenges regarding changing existing roads and finding funding. Ms. Kersten discussed possible paths through the Town's conservation easements. Mr. Federico was also supportive and suggested they work with the Parks & Recreation Dept. and the Conservation Commission. The Board and Mr. Deschaine made recommendations as to the organization of the group. A person from the group asked for more information regarding the

Master Plan. Mr. Deschaine said it is a statement of goals, but it doesn't have the force of law. Mr. Austin further explained that the regulations must support the goals in the Master Plan. Mr. Federico made a motion to form the Pedestrian and Cyclist Advocacy Committee and appoint the four members that are present tonight and ask the Recreation Dept., Conservation Commission and Planning Board to appoint members to sit on the ad hoc committee. Mr. Houghton seconded the motion which passed unanimously.

Mr. Deschaine's next agenda item is a new proposal to lease the Bartlett-Cushman property. Colleen Lake gave some background as to what has been discussed in the past regarding the property. Ms. Lake is proposing an Exclusive Right to Lease and explained the general terms of the lease. David Canada spoke in support of Ms. Lake's proposal and urged the Board to move the project forward. Mr. Lovejoy had questions regarding the Heritage Commissions position on the matter and asked for clarification as to who would be paying the real estate commission. Ms. Lake described how the property would be marketed. The length of the term and other details were discussed. Mr. Houghton spoke in favor of moving forward with the Exclusive Right to Lease. He noted that there were still many issues to be addressed. Mr. Houghton motioned to endorse the lease agreement and authorize Mr. Deschaine to negotiate the details. Mr. Lovejoy seconded the motion which passed unanimously. A general discussion continued as to possible questions leasees might have and what the Town may or may not allow.

Mr. Deschaine presented correspondence and a \$2,000 donation from Liberty Mutual Insurance Company which, in the past, has been used to offset any operational costs the Town may have incurred while hosting the Serve with Liberty day at Stratham Hill Park. Mr. Federico made a motion to accept the \$2,000 donation from Liberty Mutual to offset the costs associated with the Serve with Liberty day. Mr. Houghton seconded the motion which passed unanimously.

PLANNING

Town Planner Tavis Austin reported that the Planning Board has been working with Public Works Director Colin Laverty on revising and updating subdivision amendments. He said that the next Planning Board meeting will likely be a workshop only on subdivision regulations, and/or site plan regulations. Mr. Austin suggested to the Planning Board that they come up with a list of items they wish to move forward on. Mr. Houghton asked if any questions had been raised regarding the future of cluster subdivisions. Mr. Federico expressed concern about the unaffordability of building and buying a home in Stratham. Mr. Austin said that from a Planning perspective, the cluster subdivisions are easier to maintain because of the reduced infrastructure plus they have less of an environmental impact. In addition, the Town gets more open space. Mr. Houghton said that he would like to see more debate and discussion surrounding the most cost effective future development solutions for the remaining parcels of land and how our regulations enable or disable that. There was discussion as to the size of the parcels of land and the expense associated with developing a lot.

Mr. Austin requested the Chairman's signature on the Census 2020 form which names him, as Town Planner, to act as liaison. Mr. Houghton made a motion to allow Mr. Federico to sign the registration form for the Census 2020. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Austin presented the draft deed for the extension of the Oxbow right of way subdivision, saying Town Council has approved it and it just needs the Board's signatures. Mr. Austin talked about some of the issues that had been addressed.

Mr. Austin submitted a report on various projects in town and said that he was working with Public Works Director Colin Laverty on completion dates. Mr. Deschaine asked to put a column on the report with termination or due dates for each of the projects. Mr. Houghton asked if there were active letters of credit. Mr. Austin explained that Mr. Laverty was more aware of the status of each of the projects. Mr. Houghton asked for more clarity on the report. He wanted to make sure the obligations are being met. Mr. Austin noted some challenges. Mr. Houghton stated that he'd like to see a new process put in place that validates that we've achieved closure on the projects and ultimately can release the money. In doing this, the information on the report will be an accurate snapshot of current activity. He recognizes that this involves a multitude of issues and will involve input from several people. Mr. Austin confirmed that a checklist, regardless of staff/dept., needs to be achieved before the money can be released. Mr. Deschaine summarized that the Town needs to know that it is protected in terms of the amount provided, in terms of when the work is expected to be done and in making a decision whether or not to call or release.

Mr. Austin requested to go into a non-public session to discuss a personnel issue. At 9:30 Mr. Federico motioned to go into a non-public session. Mr. Houghton seconded the motion which passed unanimously.

At 10:02 Mr. Houghton motioned to come out of the non-public session and seal the minutes. Mr. Federico seconded the motion which passed unanimously.

Mr. Austin presented the draft RFP Master Plan. He hopes to get it out soon and expects responses by September. He anticipates it to be more than \$50,000, speculating that it may be more in the \$75 - \$100,000 range. He anticipates it will take 18 months to complete. Mr. Austin told the Board he would send them the Word document so that they could make changes or comments.

RESERVATIONs

Pat Izzo has requested the Morgera Room for the Exeter Lions Club Christmas party and requested the prohibition on alcohol be waived. Mr. Federico motioned to approve Ms. Izzo's request, waive the fee and waive the alcohol prohibition. Mr. Houghton seconded the motion which passed unanimously. Mr. Houghton asked about obtaining a Release of Liability for people for whom we allow to serve alcohol. Mr. Deschaine said he would look into it. Mr. Federico said he was approached by the EMS Department who were inquiring about groups using the Morgera Room. Mr. Deschaine said that they should contact Karen for information regarding room reservations.

Mr. Deschaine said that the Forest Ranger stopped by Stratham Hill Park to check on the work being done. The trees being cut are subject to a Timber Tax. They've completed an Intent to Cut. Mr. Deschaine presented the paperwork for the Board's signature.

Mr. Deschaine said that Gordon Chisholm submitted his resignation effective immediately. Mr. Houghton motioned to accept Mr. Chisholm's resignation. Mr. Lovejoy seconded the motion which passed unanimously.

Lastly, Mr. Deschaine reported to the Board that as a result of the Dept. of Labor audit, he is recommending moving the date we release the ACH to Monday, but the Board would have to authorize it to be released before they signed off on it. Mr. Lovejoy supported the Monday release citing the alternatives as less acceptable. Mr. Houghton motioned to change the ACH release date to Monday's, prior to obtaining the Board's signatures. Mr. Lovejoy seconded the motion which passed unanimously. Mr. Lovejoy said that another concern that was brought up by the Dept. of Labor was an employee vs independent contractor issue. Mr. Deschaine is finalizing that issue and will have it before the Board, hopefully, next week.

At 10:32 pm Mr. Federico motioned to adjourn. Mr. Houghton seconded the motion with passed unanimously.

Respectfully submitted,

Karen Richard
Recording Secretary