

MINUTES OF THE JULY 24, 2017 BOARD OF SELECTMEN MEETING

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

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

MINUTES:

Mr. Lovejoy moved to approve the 7/17/2017 minutes. Mr. Houghton seconded the motion which passed unanimously.

TREASURER'S REPORT:

Town Treasurer Deb Bronson indicated that the current fund balance was \$10,509,558.07.

CODE ENFORCEMENT / BUILDING INSPECTIONS

Code Enforcement Officer/Building Inspector Mark Morong gave a brief update on the work being done at the new and current businesses on Portsmouth Ave.

Mr. Morong reported receiving a complaint of a violation of the sign ordinance by a business on Squamscott Road. There was a meeting and discussion with the owner. The complainant was notified of how the Town followed up.

Irving notified the Town that the landscaping was complete. Upon inspection, the work had not been completed. There was discussion as to the timetable and who was responsible for getting the work done.

Mr. Morong said he is being more vigilant regarding sign violations. He has picked up many around the town.

Regarding Auto Fair Nissan, Bruce Scamman has come up with a new parking plan which will go before the Planning Board in August.

Mr. Morong, Mr. Federico and Town Planner Tavis Austin met with members of the Stratham Plaza Board to discuss the building's chimneys. An amended site plan, which would take chimneys off the building, will be submitted. Removing two of the "for lease" signs in front of the plaza was also recommended by Mr. Morong.

Mr. Morong gave a report on his department's budget saying that we are half way through the year and he is less than half way through his budget. He anticipates spending a fair amount on third party reviews because of the many projects coming up. Although these fees initially come out of his budget, they ultimately get paid by the applicant. When it is paid, the money goes in to the General Fund.

Mr. Deschaine noted a property of concern on Stratham Heights Rd. being developed by Cabernet Builders with respect to numerous old farm equipment and vehicles on the property. It is next to a new development and suggested Mr. Morong take a proactive approach. Mr. Morong said he would investigate further and speak to the owner of the property.

PLANNING

Town Planner Tavis Austin reviewed recent Planning Board decisions. Included in that report was approval of the Daley subdivision to create 6 new building lots; approval of the Reiss subdivision to create two new building lots; consolidation of two lots on Wiggin Way into one; and a preliminary consultation regarding possible changes to the Millbrook Office Park site plan.

In June Audi went before the Technical Review Committee who determined that it was Gateway compliant with a couple of conditions. The conditions were met and the plan was approved by the Planning Board on July 19th.

Mr. Austin discussed the subdivision application for Whittaker Drive, noting that there would be a site walk on July 26th. Also discussed at the July 19th Planning Board meeting was a 2-Lot condominium subdivision for 7 Emery Lane so that the house could be sold independent of the office.

Mr. Austin is coordinating with Public Works Director Colin Laverty and Planning Board Chair Robert Baskerville on putting together a workshop in August or September regarding zoning amendments. He will also encourage the Planning Board to make subdivision regulation changes.

Mr. Austin said that Mr. Deschaine has the landscape bond and performance agreement for BMW. The financial amount has been approved by the Planning Board. Mr. Federico moved to accept the performance agreement as presented. Mr. Lovejoy seconded the motion, which passed unanimously.

Mr. Austin reported that the Town was awarded a Setting Sail grant in the amount of \$6,100 to be used for public outreach to help the town prepare for future planning endeavors related to climate change and sea rise. Initially, the owners of agricultural properties will be contacted to get their input, however, the bulk of the money will be devoted to the Master Plan.

Mr. Federico asked where we were with the Master Plan RFP. Mr. Austin went over the details and challenges he has encountered thus far.

Mr. Austin reported that PTAP is developing a multiple municipality monitoring database to solve issues that affect everyone and also to equally share the cost burden.

Various local projects were discussed including pre-construction at 96 Stratham Heights Road and an Intent to Cut for the Daley subdivision.

Mr. Austin said he has been coordinating with Mr. Lavery on road bond projects. Mr. Austin gave the Board a spreadsheet detailing the status of each project.

Mr. Houghton asked what the path forward would be and what the timeline was for the Master Plan RFP. Mr. Austin said he didn't have a set time line. He is hoping to wait until school is in session.

Mr. Houghton voiced approval of the potential zoning amendment session with Mr. Lavery. He added that it should encompass more than just roads and suggested a wider range of topics be debated. He views it as being interrelated with the master plan development. Mr. Austin said that once we get the numbers back, he'll be able to plan the budget better.

Mr. Federico questioned the layout at the Whittaker development. Placement of the cul-de-sac was discussed.

MEETINGS: Upcoming meetings were discussed.

ADMINISTRATION:

Mr. Deschaine reviewed the Social Media Policy and discussed the content. He developed a form to register social media sites which the Board approved.

The next item Mr. Deschaine presented was a proposal to extend a contribution cap program for another 3 years for Property Liability and Workers Compensation Insurance. After investigating options, Mr. Deschaine recommends staying with Primex. Mr. Lovejoy moved to adopt the resolution as described by Mr. Deschaine and allow him to sign the paperwork for the Property & Liability Contribution Assurance Program. Mr. Houghton seconded the motion which passed unanimously. The exact same resolution was read for the Workers' Compensation Contribution Assurance Program. Mr. Lovejoy moved to adopt the resolution and allow Mr. Deschaine to sign the paperwork. Mr. Houghton seconded the motion which passed unanimously.

Mr. Deschaine presented for the Board's approval the list of Forest Fire Wardens as recommended by Matt Larrabee. The Board signed the paperwork as presented.

Mr. Deschaine was informed that the Town's portion of the Highway improvements grant is \$147,929.13. A public hearing to accept the funds will be announced and Mr. Lavery will report on projects he hopes to accomplish with the funds.

The Park Ranger position has been posted on the website and in the newspaper.

At 8:56 pm Mr. Federico moved to adjourn. Mr. Lovejoy seconded the motion, which passed unanimously,

Respectfully submitted,
Karen Richard, Recording Secretary