

MINUTES OF THE SEPTEMBER 25, 2017 BOARD OF SELECTMEN MEETING

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

At 7:30 Chairman Federico opened the general meeting of the Board of Selectmen.

MINUTES

Mr. Houghton made a motion to approve the 9/18/17 minutes as amended. Mr. Lovejoy seconded the motion which passed unanimously.

TREASURER'S REPORT

Town Treasurer Deb Bronson indicated that the current general fund balance was \$7,074,687.71.

NEW BUSINESS

Mr. Deschaine gave a status update on the Rollins Hill development. The Performance Agreement has been reviewed and accepted by the Town's attorney. Mr. Deschaine presented the Easement Deed for acceptance. He is hoping to get Phases I & II wrapped up. Mr. Lovejoy made a motion to accept the Town's Easement Deed associated with the Rollins Hill Development. Mr. Houghton seconded the motion which passed unanimously. Mr. Lovejoy made a motion to accept the Performance Bond as presented. Mr. Houghton seconded the motion which passed unanimously.

Mr. Deschaine reported that Public Works Director Colin Laverty was concerned about the condition of the porous pavement at the Rollins Hill development, especially as it relates to storm water functioning. Mr. Laverty has a meeting tomorrow morning with Paul Connolly and Rob Roseen to make an assessment of the pavement. Mr. Rob Graham agreed that portions of the porous asphalt are failing, as anticipated, and are scheduled to be replaced in October. Mr. Roseen gave further details on the project.

Laurel Adams, Regional Economic Development Center, gave information on the REDC's mission. The Community Development Finance Authority (the State organization that administers the Community Development Block Grant) requested that a Loan Loss Reserve Fund be set up aside against loans that the REDC will be administering. She explained one requirement of a CDBG is job creation. A local business, Davis Care, a home healthcare agency, has offered to be the job creator under this grant application. Ms. Adams went into detail about the program and its benefits to the community. Ms. Bronson noted that there is no cost to the Town, no risk, only potential benefits. Mr. Houghton made a motion to create a partnership with the REDC to move forward on this CDBG grant application. Mr. Lovejoy seconded the motion which passed unanimously.

ASSESSING

Town Assessor Andrea Lewy said that she had a Veteran's Credit application for James Cotter and that she recommended approving it. Mr. Lovejoy motioned to approve the Veteran's Credit as presented. Mr. Houghton seconded the motion which passed unanimously.

Mr. Lewy reported that 28 Portsmouth Avenue will be withdrawing their BTLA case so the only case she will have pending is 71 Portsmouth Avenue, BMW.

Ms. Lewy presented the amended MS-1 to the Board for their signatures. The amended version contains the updated DOR draft utility values. They must use the draft values because the approved values typically come out past the due date of the MS-1. As a result of the increased utility values, we gained \$2,002,500.

PARKS & RECREATION

Parks & Recreation Director Seth Hickey reported that they plan to redo two of the bathroom floors at Stratham Hill Park. He'd like to get all work done before the weather turns cold. Mr. Deschaine stated that the CIP at the end of August had a balance of \$5,623 in Facilities. He questioned what the playing field improvements money in the amount of \$4,200 should be allocated for. He warned that the funds will expire if it is not used. Mr. Hickey said that the upper ball field needs to be addressed. Mr. Houghton made a motion to authorize the Town Administrator to approve the expenditure of \$4,732 out of the CIP to cover the Front and Scamman bathroom floor enhancements from Garage Experts. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Hickey said he is putting together a comprehensive plan for the skate park which he hopes to present to the Board in November. He then reviewed upcoming events: planning an October community trip, high school mountain bike race, Family Fun Day. He let the Board know that the Cornerstone meet last week was well organized and went very well.

Mr. Hickey let the Board know that there is a Park Association meeting on Sunday morning, October 22nd. It will be a trail work day.

Mr. Houghton asked about staffing. Mr. Hickey said that hiring for the Park Ranger position is on hold. They are doing a re-evaluation of the position. Mr. Houghton wants Mr. Hickey to evaluate what staffing the Parks & Recreation department needs as a whole to fulfill functional responsibilities and to be sure to plan for it in the budget. There was discussion about future plans, tasks that might be shifted to other departments and required skills and responsibilities.

RESERVATIONS

Cub Scout Pack 185 has requested to use the Front Pavilion for a dinner the evening of October 20th and to have an overnight at the top of the hill. They are requesting the fee be waived. Mr. Houghton motioned to allow the request and waive the fee. Mr. Lovejoy seconded the motion which passed unanimously.

MEETINGS

Mr. Federico reviewed the meetings for the coming week. Mr. Lovejoy invited the Board to attend the Route 108 Corridor Study Committee meeting saying that Arnett Development Group would be there to discuss what goals a TIF district might hope to achieve. He noted a solid plan at the onset is preferable to amending the plan later. Mr. Houghton attended the Planning Board meeting and gave a brief summary. Mr. Deschaine attended and gave an update on the pre-construction meeting regarding Betty Lane.

ADMINISTRATION

Mr. Deschaine reported receiving an application from Jennifer Antonakakis to be an alternate on the Pedestrian and Cyclist Advocacy Committee. Mr. Federico made a motion to appoint Ms. Antonakakis to the PCAC as an alternate member. Mr. Lovejoy seconded the motion which passed unanimously.

NEW BUSINESS

Mr. Deschaine presented the final power purchase agreement with Revision Energy for the solar panels at the police station. Mr. Lovejoy made a motion to allow the Chairman to execute the agreement. Mr. Houghton seconded the motion which passed unanimously.

Mr. Lovejoy had some items he wanted to discuss. He reviewed some of the items the Board has accomplished, items still being worked on and areas that are lacking. He believes that to move forward they need to clarify their objectives. Mr. Lovejoy would like to hold an all employee meeting. The morning of October 26th was set. It was decided that Town Offices will be closed from 9:00am – 11:00am to facilitate the meeting. There was continued discussion regarding unresolved issues and tracking the issues for follow up. Mr. Houghton stated the importance of keeping a list to track the issues to ensure that nothing is missed. Mr. Federico suggested adding an addendum to the agenda which will track the issues.

At 9:54pm Mr. Lovejoy motioned to go into a non-public session to discuss personnel issues and hiring items. Mr. Federico seconded the motion which passed unanimously. At 10:06pm Mr. Houghton motioned to come out of the non-public session and seal the minutes. Mr. Lovejoy seconded the motion which passed unanimously.

At 10:06pm Mr. Federico motioned to adjourn. Mr. Lovejoy seconded the motion which passed unanimously.

Respectfully submitted,

Karen Richard
Recording Secretary