

MINUTES OF THE APRIL 1, 2019 SELECT BOARD MEETING

MEMBER'S PRESENT: Board Members Mike Houghton, Joe Lovejoy and Town Administrator David Moore. Board member Allison Knab was absent for the beginning of the meeting, but joined at 8:44 p.m.

At 7:02 pm Mr. Houghton opened the general meeting of the Select Board.

MINUTES

Mr. Lovejoy made a motion to accept the minutes of 3/18/19. Mr. Houghton seconded the motion which passed unanimously.

TREASURER

Town Treasurer Deb Bronson stated that the General Fund balance is \$6,457,508.77.

PERMITS & RESERVATIONS

Mr. Houghton made a motion to approve the Raffle Permit for the Paws Walk event on June 9, 2019. Mr. Lovejoy seconded the motion which passed unanimously.

Mr. Moore noted that he does not present the reservations that he has been given authorization to approve. Requests that are asking for the fee to be waived are presented to the Board. They are a Cub Scout sleepover at Stratham Hill Park and an Easter Seals Art Class. Mr. Lovejoy made a motion to approve the two requests and waive the fee. Mr. Houghton seconded the motion which passed unanimously. Parks & Recreation Director Seth Hickey requested a burn permit for a fire pit during his trail running series. Mr. Houghton made a motion to approve the burn permit for the identified events being held by the Parks & Recreation department. Mr. Lovejoy seconded the motion which passed unanimously.

OLD BUSINESS

Mr. Moore is waiting for a response to the revised draft easement for the Foss driveway. He noted that the Public Works Director position has been reposted. We are waiting to hear from East Coast Signals regarding Town Center light posts. He suggested moving the Safe Routes to Schools discussion to a future meeting.

Mr. Moore asked the Board for their expectations on the proposed replacement of the two Highway trucks. Mr. Houghton said that they've implemented a budgeting strategy so that future purchases will be better planned. The Board is requesting the history of the repairs on the replacement vehicles to determine if the purchase is necessary now or can be held off for another year. They want to look at both leasing and purchasing options.

Mr. Moore reported that one private well in Town Center has received a notification from NH DES about their water quality. Standard protocols are being followed by NH DES and the Town staff is following closely. There is information about the water contaminants and private testing of wells posed on a landing page on the Town's website to help share information with residents.

The Bartlett-Cushman closing is scheduled for April 17, 2019. Mr. Moore presented the Warranty Deed and the Preservation Deed. Mr. Lovejoy made a motion to execute the Warranty Deed and Preservation Deed in anticipation of a closing mid-April, both documents to be held until such time as the closing. Mr. Houghton seconded the motion which passed unanimously. Mr. Lovejoy made a motion to authorize the Chair to execute such documents as are necessary to effectuate the closing in the Chair's absence the Vice Chair be so authorized. Mr. Houghton seconded the motion which passed unanimously.

FIRE

Fire Chief Matt Larrabee was recognized for a quarterly report. He reported on the annual Fire Dept. Association meeting. The Board remains unchanged with Dan Crow as President, Chris Rowe Jr. as Vice President, Peggy Crosby as Secretary and Les Barker as Treasurer. Jim Devonshire retired from his position after many years of service. Josh Crow who is C3 would have delegation of authority in his absence. They are moving forward with the purchases that were authorized at Town Meeting. He is meeting with Accounting Supervisor Valerie Kemp to discuss a stipend program. There was an emergency repair on the tanker. He will be taking possession of the boat later this week. Chief Larrabee talked about coordinating with the Town Administrator and other departments regarding planning for Capital Reserve expenditures. As a department, they are trying to increase their membership. Also, he looks forward to working with the new police chief, especially regarding the Fair and Emergency Management. He continued by acknowledging the supportive relationship the Police and Fire currently have.

Chief Larrabee has been coordinating with the Code Enforcement/Building Inspector and Town Planner regarding the Lindt expansion and the impact it will have on the community. Chief Larrabee mentioned some of the issues they are looking at. They discussed roads leading to Lindt. Discussions regarding the project will be ongoing.

Chief Larrabee assured the Board that sprinklers have been installed in all of the new buildings in Town Center.

Senator Tom Sherman, District 24, talked about water quality issues and EPA standards in the state. He is working with Mr. Moore regarding the Town Center water issue.

Senator Sherman also talked about Route 33 as it goes through Greenland, noting it isn't in the 10 year DOT plan. Public safety is their top concern but there are many areas throughout the state that need attention and have higher priority.

Mr. Moore discussed forming an advisory committee to advise the Select Board going forward about details associated with the automated curbside collection process, including its rollout and implementation strategies. Mr. Moore provided a proposed outline for the Advisory Committee charge and example areas to focus on. The Board wants to hear from the public and integrate their input. Mr. Lovejoy made a motion to authorize the Town Administrator to form an advisory committee, which would work within the parameters outlined in the handout and invite input and advice to the Select Board as we move forward with the potential automated trash and recycling collection. Mr. Houghton seconded the motion which passed unanimously.

PARKS & RECREATION

Parks & Recreation Director Seth Hickey came before the Board to answer their questions about a trail race. He described the details of the event, which went well last year. The Board questioned interference with other park users and the size of the event. Mr. Hickey noted that it is similar to other events that have been held there and the group is generous with donations to the park. The event draws people from outside the state and provides an economic boost to the area. Mr. Lovejoy made a motion to host the NHSCA Mountain Bike Race at Stratham Hill Park on June 1 as outlined by Mr. Hickey. Mr. Houghton seconded the motion which passed unanimously.

Mr. Moore gave an update on the conversations he's been having with Mr. Hickey related to the skate park project. They are mindful of the support demonstrated at Town Meeting and are trying to address the issues and plan for the future. Mr. Hickey is requesting guidance as to how he as a department head, should move forward with this project. Mr. Lovejoy spoke about how the monies allocated during the 2018 Town Meeting are only to be used for the specified purpose. Mr. Hickey is aware that the issues with the site location extend beyond the skate park footprint. He wants to address the broader concerns with that park, such as drainage and parking. He's been questioned by residents about why the Parks & Recreation Department hasn't been the sponsor of the skate park. Mr. Houghton wants the issues that have been previously raised to be addressed. Mr. Lovejoy spoke in support of the Town Administrator and Parks & Recreation Director meeting with the project advocates to take stock of the project status as it related to design and to further advise the Select Board on the matter at an upcoming meeting.

Mr. Hickey asked about expectations for the Smyk Property and suggested a site walk. The possibility of forming a committee to make recommendations on the future use of the property was discussed, including where the Smyk property fits in as a town-wide recreation asset. The stringent restrictions on the property will limit its use. Mr. Moore described the spring clean-up that will take place. The Board expressed its agreement with the general strategy to ensure a spring clean-up and give consideration for the future use of the parcel during master planning efforts and other ongoing discussion about natural resource planning with the Conservation Commission and the like.

Next, Mr. Hickey would like to send out a survey which he based on a survey the Town of Exeter in conjunction with UNH distributed a few years ago. He is attempting to coordinate with the Master Plan effort. The survey is a draft and welcomed feedback. His goal is that it will help them know what is important to the residents and guide the department into the future. Discussion and specific feedback was given.

NEW BUSINESS

The chair recognized the Town Administrator for updates on Town business.

Mr. Moore indicated a team of department heads have been reviewing the Barker easement; he indicated SELT is looking to move forward with a closing in July. Mr. Lovejoy noted some discrepancies with the use of the land. Mr. Moore reviewed some of the rules that we will have to be abided by once it is closed.

Mr. Moore advised the Board of a proposed plan and draft MOU crafted by the Rockingham Planning Commission to work regionally on electrical aggregation in order to secure more favorable pricing on energy supply. He's forwarded the information to the Energy Commission who are actively assessing our options for energy supply. The Commission is meeting during the week of the 8th and he noted a recommendation on the proposed cooperation and MOU should be ready by the Board's next meeting. Mr. Lovejoy suggested reaching out to see if the schools, if that effort had not already been made. Mr. Moore indicated he would follow-up/.

Mr. Moore reported that the auditors have concluded their audit; they were in the building for four days this week.

Town Planner Tavis Austin will bring forth his first and second choices for a third party engineer to the Planning Board on Wednesday. This is to designate a replacement for our third party engineer who retired.

Mr. Moore said that under state law one of the basic responsibilities of the Conservation Commission is to have an inventory of natural resources. Horsley Whitten has submitted a competitive cost estimate to do the work which would be a contract amendment to the existing Master Plan engagement. The funds would come from the CIP for plans, approximately \$4,000. Mr. Moore feels that it is good timing to do the inventory along with the Master Plan. Mr. Houghton made a motion to authorize the Town Administrator to execute a change order agreement with Horsley Whitten to do a natural resources inventory. Mr. Lovejoy seconded the motion which passed unanimously.

Next, Mr. Moore presented a contract for \$25,000 for Steve Taub's professional services for the commercial side of the revaluation. Town Assessor Andrew Lewy prepared the contract with the DRA. Mr. Lovejoy made a motion to authorize the Town Administrator to execute the contract for the revaluation of commercial property by Steve Taub. Mr. Houghton seconded the motion which passed unanimously.

At 8:44 pm Allison Knab joined the meeting.

Each Select Board member is being assigned to a department head. Mr. Moore briefly reviewed the departments and Select Board linkages. Expectations were discussed. Mr. Houghton sees it as an informal opportunity for the department head to express issues outside of a formal request as it relates to the role they play with the town. He sees it as an in person visit, preferably every month. Ms. Knab feels that it would make it easier for the department heads to make their Board member aware of particular meetings that they believe a Select Board member should attend. They acknowledged each board member should be assigned to a committee as a Select Board representative. Mr. Moore offered assistance with refining the membership "rules of the game" for each of the boards and commissions, as many of them are prescribed by state law. He will address questions such as responsibilities, vacancies and new appointments.

At 8:52 pm Ms. Knab made a motion to go into a non-public session to discuss a personnel issue. Mr. Lovejoy seconded the motion which passed unanimously. At 9:15 pm Mr. Lovejoy made a

motion to come out of the non-public session and seal the minutes. Ms. Knab seconded the motion which passed unanimously.

At 9:16 pm Mr. Lovejoy made a motion to adjourn. Ms. Knab seconded the motion which passed unanimously.

Respectfully submitted,

Karen Richard
Recording Secretary