



BOARD OF SELECTMEN
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MINUTES OF THE BOARD OF SELECTMEN

Monday, June 12, 2017 – 7:00 p.m. – Town Hall Conference Room

Members Present: Chester Deorocki, Chip Hussey, Vaughan Morgan, Jim Rolston, Paul Sanderson

Staff: Karen Anderson – Town Administrator

Chair Morgan opened the Board of Selectmen meeting at 7:00 p.m. A roll call was taken by the Chair; he announced a quorum was present and the meeting was being recorded.

I. APPOINTMENT

1. Nathan Griffin – Conservation Commission Appointment

Nathan Griffin was not present. The Board would like to officially meet him; he'll be rescheduled to the next meeting on Monday, June 26, 2017.

2. Laura Byergo, Conservation Commission Chairperson – Conservation Commission Update

Laura Byergo, Conservation Commission Chairperson, updated the Board on Conservation Commission activities. Chair Morgan complimented her on the progress of the Conservation Commission. L. Byergo noted that she's been the chairman for a month and that C. Hussey was the chairman for many years.

L. Byergo introduced herself as the Chairwoman of the Conservation Commission. New people will be joining the Commission. The first focus will be the trails. They would also like to do more to monitor the conservation easements in Town. L. Byergo has met with Fred Borman, formerly of the Urban Forestry Center; he is presently working with UNH on a project to provide more expertise to neighboring communities. An intern is available through the Rockingham Planning Commission who can help map trails. L. Byergo is hoping to help the Town Administrator with the Setting Sail Grant through the RPC for sea level rise that will involve the Master Plan. Cherie Paterson, Fish and Game, will update the Conservation Commission on the Winnicut River dam in August.

P. Sanderson stated that he would like to have input from the Conservation Commission on the areas to be preserved when the water line is installed on Breakfast Hill Road and rezoning is done by the Planning Board. Chair Morgan asked L. Byergo to attend the meeting on Wednesday, June 28, 2017, regarding the Winnicut River Watershed with Michele Tremblay. L. Byergo will attend the meeting, which will be the first public outreach on the management plan under the 319 grant.

3. Karen Mason, Weeks Public Library – National Endowment for the Humanities Common Heritage Grant Update

Karen Mason updated the Board on the NEH Grant, which was submitted on June 01, 2017. She expressed her gratitude for the assistance they (Leonard Schwab and herself) received from the Town. The Town Administrator was instrumental with her encouragement from the beginning; the grant couldn't have been submitted without the use of the Board Secretary's computer that had the Adobe Writer program (that was the only way to interface with the Electronics Division). Chief Laurent set up the grant account. K. Mason expressed their gratitude and appreciation for three tremendous assists.

The grant was successfully submitted. They hope to hear in September, providing the federal government doesn't cut the grant. K. Mason noted that it was a grant from the National Endowment for the Humanities and may be cut. However, it has generated interest by getting people involved. They would like to start the Historical Society again.

Chair Morgan expressed appreciation for K. Mason recognizing officials in Town. He thanked them for their work on the grant as well. P. Sanderson was very appreciative of the fact that historical material from the Town will be preserved.

II. APPROVAL OF MINUTES

1. Tuesday, May 30, 2017

MOTION: C. Hussey moved to approve the minutes of Tuesday, May 30, 2017 as written. Second – P. Sanderson; all in favor. MOTION CARRIED

III. OLD BUSINESS

1. Coakley Update

The letter to Senator Morse requesting funds from the MTBE fund has been signed by Chairman Morgan and Portsmouth's Mayor Blalock. It has been submitted, and included the estimate and documentation from Underwood Engineers. It's important to talk to our Representatives and keep the issue on the forefront. P. Sanderson noted there probably would not be a decision until after July 01, 2017.

The Town Administrator stated that there are a few other funding sources available including the Infrastructure Needs Grant from the EPA to grow local economies. The Town Administrator will submit a letter of interest for that grant using the information from Underwood Engineers. The State has released the request for letters of interest for the water infrastructure SRF, which is a revolving fund. Although it's a loan, after receiving it some of the principal is forgiven. The Town Administrator will continue to research funding sources.

P. Sanderson suggested two other potential sources: any type of groundwater protection through DES and the ARM Fund (Aquatic Resource Mitigation). He will get the Town Administrator additional information. He added that there is a shortage of grant requests from Rockingham County and the Seacoast area.

2. E-911 Update

The Town Administrator explained that the information provided in the Board packet was to approve the legal notice, make any changes, and notify residents of the changes. The information is in preparation of the next step in the process.

P. Sanderson stated that the materials that were provided were very complete. He added that there may be even greater pushback because the neighborhoods being recommended were older and stable. He has reached out to Chief Laurent and received some valuable feedback. P. Sanderson continued that the Board needs to hear if there has been some actual confusion or real risk of confusion in regards to names. The questions were going to be asked about numbering and the Selectmen needed to have answers. If there is stable build up in subdivisions where this no confusion on the numbering, why number just to meet the standard when no additional homes would be built in that neighborhood. C. Hussey was in agreement, stating there didn't seem to be any confusion with the numbering other than they didn't meet the 911 criteria.

Chair Morgan stated that when the hearing takes place, the Board of Selectmen cannot be divided. The previous Board thought the process out very thoroughly working closely with the 911 Commission, Emergency Management, and emergency services personnel. When Chair Morgan opens the hearing, he tells audience members that this decision has already been made by the Selectmen, and not whether or not the changes will take place. The meeting was for informational purposes and to answer any questions.

Chair Morgan continued that the Board has the right to make the changes by law. Changes are made in the interest of safety; safety trumps inconvenience. He was in total agreement with the revisions made by the previous Board. If this Board was not ready to move forward to a public hearing, they needed to meet with the 911 Committee.

J. Rolston was in agreement with P. Sanderson and C. Hussey. He felt if it wasn't going to be a real problem, it shouldn't be changed. P. Sanderson stated he would be happy to hear from the 911 Committee about why numbers in those situations needed to be changed.

The Town Administrator clarified that there would not be public hearing scheduled on Monday, July 10, 2017. However, the 911 Committee will be scheduled to address the Board's concerns at that meeting.

3. Other Old Business

There was no other old business to discuss.

IV. NEW BUSINESS AND ADMINISTRATIVE

1. Review of Town Administrator's Bi-Weekly Report

The Town Administrator updated the Board on the new phone service. She has been working with Comcast to set up the system. The only time an incoming call should get a busy signal and go to voice mail is if the extension they are calling is busy. The Comcast system will be more efficient than the existing one; there will be more flexibility and improved efficiency. The new phones should be in service within two to three weeks. P. Sanderson asked about cell service. The Town Administrator responded that it's being rolled out, but is not ready for release.

2. MS-535: Financial Report of Town Budget

The MS-535 Report is for 2016 and outlines the budget completely: what was appropriated and what was actually spent. It also includes the entire balance sheet for the Town: expenditures and revenues as well as all the funds together, showing the assets and fund equity. This biggest improvement in the report is the Undesignated Fund Balance. The Town Administrator explained the MS-535 in detail. She stated that the Town was in excellent shape and should be able to continue with a reduction in the tax rate, adding it's a summarization of the audit.

MOTION: J. Rolston moved to approve the MS-535 as prepared, and submit to the Department of Revenue Administration. Second – P. Sanderson; all in favor. MOTION CARRIED

3. Bond Approval – Seavey Way (Sewall Meadow Subdivision)

The Seavey Way subdivision is ready to start construction. Altus Engineering, the Planning Board engineer, has reviewed and approved the submitted costs to establish the bond: \$498,180.

MOTION: P. Sanderson moved to approve the construction amount of \$498,180 for the Sewall Meadow Subdivision (Seavey Way) for bonding purposes. Second – C. Hussey; all in favor. MOTION CARRIED

4. 2018 All Veteran's Credit

Two applications for veterans that qualify for the All Veteran's Credit have been received. Both applications were received after the April 15th deadline; credit will be effective in 2018.

MOTION: J. Rolston moved to approve the All Veteran's Credit for Mary Dearborn and Robert Stone. Second – P. Sanderson; all in favor. MOTION CARRIED

5. Building Inspector's Summer Hours

J. Rolston explained that he has spoken to the Building Inspector about his proposed work week schedule. The Building Inspector had requested an adjusted schedule for the summer last year; it was denied by the Selectmen because he was new in the job. J. Rolston added that the Building Inspector was a conscientious employee and didn't feel an adjusted schedule for the summer would present a problem.

MOTION: P. Sanderson moved to approve the adjusted work week schedule as requested by the Building Inspector during the summer. Second – J. Rolston; all in favor. MOTION CARRIED

6. Other New Business

- The Town Administrator received a request from the City of Portsmouth for a temporary right-of-entry at the Greenland well site at Maloney Field. They had come in for a building permit, and the Building Inspector explained they would need a construction easement from the Town. In their request for a temporary right-of-entry, the City provided a map of the affected area. That area will be used for storage of construction materials and equipment; vehicles with gas storage will not be located there because it will be within the well radius. There is also an overhead wire along Town property that is impinged by trees that they will remove during the construction process. The driveway is currently accessed over Town property on an angle. As part of the process, the City will also move the driveway to their property. P. Sanderson recommended the Recreation Committee

be notified in case there is any impact on their programs. The Town Administrator has met with Mr. Pratt, City of Portsmouth Water Department; they understand it's the summer and there will be traffic and children on the fields. He assured her that everything will be fenced.

MOTION: P. Sanderson moved to approve the request from the City of Portsmouth for a temporary right-of-entry at the Greenland well for construction purposes, to end on or before October 31, 2017. It's further understood trees and tree limbs will be removed along the power lines where they pass over Town property. Second – J. Rolston; all in favor. MOTION CARRIED

- Selectmen Liaisons: Chair Morgan reminded Board members that they are liaisons to the different departments in Town. If the Selectmen have a problem with any departments, they should go through the liaison and not directly to the Department Head. If the issue cannot be settled, it should be brought to the Board.
- Firecrackers: P. Sanderson informed members that the State Legislature has legalized the sale of firecrackers but didn't change local options. He would like the statute forwarded to Chief Laurent so she would have an idea how to handle the 4th of July. The Town Administrator stated that the Town has a Fireworks Ordinance that is specific to certain classes of fireworks.

V. ACCOUNTS PAYABLE – THURSDAY, JUNE 15, 2017

1. Payroll Manifest 12

MOTION: J. Rolston moved to approve Payroll Manifest 12 in the amount of \$56,337.56. Second – P. Sanderson; all in favor. MOTION CARRIED

2. General Fund Manifest 12

MOTION: C. Hussey moved to approve General Fund Manifest 12 in the amount of \$42,771.71. Second – J. Rolston; all in favor. MOTION CARRIED

3. Police Special Revenue Manifest 05

MOTION: J. Rolston moved to approve Police Special Revenue Manifest 05 in the amount of \$30,685. Second – P. Sanderson; all in favor. MOTION CARRIED

This expenditure was for the new cruiser.

4. Fire/Safety Manifest 06

MOTION: C. Hussey moved to approve Fire/Safety Manifest 06 in the amount of \$129.18. Second – P. Sanderson; all in favor. MOTION CARRIED

VI. OTHER BUSINESS

Debbie Beck stated she read the Selectmen's minutes. Chair Morgan responded that she wasn't on the agenda. She had been before the Board twice over the last year and demanded the Board do certain things on the abutting property, and the Board acquiesced. In return, she said she would clear up the junk in her back yard; she lied to him and the Board. D. Beck responded that she did not lie to the

Board. Chair Morgan stated that it was a public meeting, not a public hearing, and didn't have to let her speak and wouldn't until the area was cleaned up. D. Beck claimed she never said she would remove all "the stuff". A very brief exchange followed, with the Chair refusing to recognize D. Beck.

VII. NON-PUBLIC SESSION [RSA 91-A:3, II(c)]

MOTION: P. Sanderson moved to enter into non-public session to discuss a personnel matter at 7:40 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

MOTION: C. Hussey moved to seal the minutes of the non-public session. Second – J. Rolston; all in favor. MOTION CARRIED

The Board returned to public session at 7:45 p.m.

VIII. ADJOURNMENT

MOTION: C. Hussey moved to adjourn at 7:45 p.m. Second – J. Rolston; all in favor. MOTION CARRIED

NEXT MEETING

Monday, June 26, 2017 – 7:00 p.m., Town Hall Conference Room

Respectfully Submitted – Charlotte Hussey, Secretary to the Boards

Approved: Monday, June 26, 2017