

MINUTES OF THE SELECT BOARD
Monday June 18, 2018 - 7PM

Present, Tom Maher, Chair, Damon Frampton, Selectman, Bill Stewart, Selectman, and Bette Jane Riordan, Secretary.

Also present: Pam Cullen, Administrative Assistant to the Select Board, Ken McDonald, Town Administrative Projects Coordinator, Christiane McAllister, Town Accountant, Jane Finn, Normand Houle, Peter Rice, State Representative Kate Murray, Darcy Horgan, Burt Cohen, John Ireland, Peter Hunt, Mary Ann Driscoll, and Maggie Kennedy.

1. Approve Select Board minutes of June 4, 2018.

Chair Maher asked for a Motion to Approve the Select Board Meeting Minutes of June 4, 2018 as amended. Selectman Frampton made the Motion, which was seconded by Selectman Stewart. Motion carried.

2. Public Question and Answer:

a. Wentworth Bridge Update: State Rep. Murray.

Rep. Murray stated that the NH Governor was in total agreement about the plans for the Wentworth Bridge project (fixed bridge) and has urged NHDOT to move forward. Waiting for another couple of years is not acceptable. Chair Maher asked what the Town could do to assist in moving the project forward. There was some discussion as to whether one letter for the Town to NHDOT and the Governor or multiple Emails and Emails from citizens would be the best route. Rep Murray has not heard back from NHDOT on the questions she raised. This may be holding up the water project design, but only on the Portsmouth side.

b. Two parking spots at the Great Island Inn, Rte 1 B side: Darcy Horgan.

Darcy Horgan asked the Chair to give a status report on the legality of these two spaces. Chair Maher has reached out to NH DOT who stated they would send someone over to review the spaces, and get some clarity. Chair Maher had asked the owners to install signs, but they went head and did so. Darcy asked who owns the spots. Chair Maher said he hopes to get clarity from NH DOT.

3. New Business.

a. Tree Protection Committee- Jane Finn.

Jane Finn reported that the Committee has met several times and has come up with some recommendations regarding the issue of tree cuttings and issues associated with tree cuttings. The chief recommendation is to have a full time building inspector and code

enforcer. Currently the town has two part time inspectors. The committee has talked about education, wetlands and shoreline protection, and identifying types of trees, similar to what other communities have done in an effort to protect them from cutting.

Chair Maher stated from an enforcement side, the Board is trying to tighten things up. It is problematic to find a full time person. Enforcement has been an issue. Selectman Stewart talked about the difficulty in getting people to keep to specific agreements made as a result of meetings with Conservation, Planning and ZBA. There are no real ordinances about internal (away from the water) cutting. The Board is trying to balance the interests of the landowners with the need for protection. He does believe the ordinances we do have need to be enforced. How we task that need with the duties of the building inspector needs to be looked at. He noted the Board is also looking at some new technology for the building department which could be beneficial in mapping and identifying certain vegetation. Conservation has worked hard on public awareness, but more can be done in terms of education both of the public and landscapers, and other tree services. Selectman Stewart thanked the group for their efforts and will look towards making ordinance revisions, more education, and a review of the building inspector's duties.

Chair Maher asked about the State Timber Tax matter, which Pam Cullen indicated someone did initially respond but no final word has been received. Chair Maher suggested we at least do an inventory of iconic trees work with homeowners in raising awareness. Jane Finn also recommended that the fines be raised, or enforcement tightened. Selectman Stewart pointed out that historically the BOS has or done fines per se, but has tried to remediate the situation, by having some things redone or replanted. But this has been difficult to enforce. The Board discussed the barriers to enforcement but agreed to consider all possible solutions. Peter Hunt talked about establishing the position of Tree Warden for the purpose of identifying and protecting iconic trees. It could be a staff position or a volunteer position, who would work directly with the homeowner. Other towns in the area do have tree wardens, which is authorized by NH statute. Selectman Stewart felt that perhaps this could be worked into the building permit process. Chair Maher noted that he and the Town Projects Coordinator are going to be meeting with our Assessor, Avitar for a demonstration of new software, which could prove beneficial in moving our process into the present day, and keeping good electronic records. Ken McDonald (TAPC) discussed some of the functionality of the new system, which could include better public access to property data and history. Pam Cullen talked about the importance of having a complete history of a particular parcel. Darcy Horgan also talked about a letter to send to new homeowners who built within the wetlands, designed to communicate their responsibility as a steward of property within the wetlands. She also called attention to the iconic Magnolia in front of the Wentworth which was taken down due to disease. Norm Houle also talked about checking with UNH Forestry program to obtain some assistance. He also spoke about Peter Loughlin of Portsmouth as someone to check with for information. Chair Maher thanked the Committee and Selectman Frampton stressed the need to work on enforcement.

Peter Rice read an excerpt from NCHS archives depicting a sad removal of an iconic oak tree, due bulldozers and chain saws. He acknowledged the rights of property owners, but stressed the importance of conservation of our iconic trees.

b. Underwood Engineering.

Keith Pratt introduced Ransom Horner-Richardson of Underwood. to go through the SRF. (State Revolving Loan Fund) Ransom has been working with Christiane on the draft SRF, which is complete. Keith is asking for signature so they can get it in this week (Week of June 18). He brought two copies, one which BOS will keep, and the other Keith will take with him. Chair Maher said Bill Stewart will be the primary signatory and the BOS will vote tonight on the Authority to Borrow. Christiane reported that Certifications by the Town Clerk will take place tomorrow morning (June 19th). Keith reported that the Loan Application is for 5.5 million, which is the sum of the two Warrant Articles. There will be a 20 -year repayment included in the application. Keith went over the process for the Environmental Review, including the requirement of the Town's responsibility to post.

Ransom then went over the details of the SRF Application, and explained each segment, and necessary signatures. All financial 2017 audit documents have been attached.

Norm Houle, speaking as Chairman of the Water and Sewer Commission referenced the recent sewer break (a second break). This highlights concern about the fragility of the lines over the bridge, the Environmental Review, and whether it would be a good idea to get an estimate of what it would cost to put the water line under the bridge as opposed to hanging it from the bridge. Keith stated that since this is a water project, the sewer line is not taken into consideration. He did however say he would consider this and other options in the design process. Keith did mention a placeholder SRF application for sewer in the amount of \$2.5 million, which if approved down the road would go before Town Meeting. Chair Maher thanked Norm for coming to the meeting.

Chair Maher then read the documents aloud regarding the Application for the State Revolving Loan Fund, citing RSA 484:14 and other applicable statutes. (See full documents attached) Selectman Frampton then made a Motion to approve the Authority to Borrow, which was seconded by Selectman Stewart. Motion carried unanimously. The Board proceeded to execute the appropriate documents as presented.

Selectman Stewart discussed some other issue with Keith concerning cost breakdowns, and was told by Keith that access to the SRF funds would most likely be in September. Underwood presented a \$36,000 ESR (Engineering Services Request) to start some of the fieldwork and get the project rolling.

Selectman Frampton asked for another flow test at the school, which Keith said they could do anytime. Chair Maher agreed that even though we have anecdotal evidence that flows have improved, it would be helpful to have new test results, which would quantify the flows. After discussion the Board agreed to do the three tests on the village side which are in the report.

Chair Maher asked about water and sewer line current placement. Keith believes water is on north side, and sewer on the south side of Main Street. This is based on some of the drawings from the 80's. It is supposed to be 10 feet between them. Chair Maher also asked about digging up the roads and the manner or method they intend to use. Keith explained the road would be trenched, then patched and overlaid. It will depend on what NH DOT requires. Norm Houle asked about when serious design work was due to begin. Most likely in the fall according to Underwood. Right now they surveyors are working (not right of way survey) from Pierce Island to the corner of Wentworth and Main.

The Board considered ESR No. 11. After reading it aloud, Selectman Frampton made a Motion To Accept ESR 11 from Underwood Engineering as presented. Selectman Stewart seconded and the Motion carried.

On July 9th or 23rd, Underwood needs to get approval for the Final Design. Actually Keith prefers to be on the Agenda for the 9th.

c. Oceanside Engineering.

The Board agreed to pay the additional \$2100 in raised fee hikes to Oceanside as discussed at the prior Select Board Meeting in accordance with the contract.

d. Abatement for two properties on Laurel Lane.

Chair Maher suggested an Addendum to the abatement to assure it is done within this fiscal year. Selectman Stewart stated he would prefer clarification prior to any vote or approval. It will need to be done before the end of the month.

e. Report from Christiane on the new auditors.

She outlined the auditors need for questionnaires to be answered and returned, as well as various document requests. Plodzick and Sanderson will be coming in this week.

Christiane will be having a part time clerk to work on the Water and Sewer projects. She will do a job description which will be advertised on NHMA website. It is in the budget. It would be 8 hours per week.

The Board held off forwarding payment to Northeast Integration pending discussions with DPW. Then the Board should meet with DPW and Underwood on sight.

f. A Safe Path – Ken McDonald.

Ken reported that he met with DOT this past week on site with CMA. DOT likes the layout and design, as we are widening the shoulders, and putting in granite curbing. Ken presented an amendment to the DOT application, and an environmental document pertaining to the Wild Rose Lane to Rogers Road phase. The Committee is still looking for a

vendor. He has asked CMA to put together a detailed material list to check with Rye Beach's quote of \$75,000. Currently the committee has raised almost \$70,000.

LED: Ken reported that the cost of the 12 new lights is \$3491 which includes installation. With rebate applied it comes down to \$2,291. The installation is scheduled for after the first of July.

g. Water and Sewer Meeting.

Selectman Frampton reported that the Commission met June 13th. An Ordinance change is needed for a bib meter, and the Commission stated they would like both water and sewer lines dealt with on the bridges.

There should be recognition for Walter Liff's 27 years as Chair.

There being no further business to come before the Board, Selectman Frampton made a Motion to Adjourn, which was seconded by Selectman Stewart.

Meeting Adjourned at 8:50 PM.