

Town Planner Dave Sharples called the remote meeting (via ZOOM) to order at 9:01 A.M. on the above date.

PRESENT: Town Planner Dave Sharples, Building Inspector/Code Enforcement Officer Doug Eastman, Ass't. Fire Chief Justin Pizon and Deputy Police Chief Mike Munk.

Mr. Sharples noted that the Committee had met last month to review pending address changes for new homes being constructed. Consensus of the Committee at that time was to hold off on all other business noting the pandemic conditions and to reconvene in June to review the conditions at that time.

Mr. Sharples noted that there is nothing that needs to be addressed currently, and he would prefer not to bring anything forward to the Select Board at this time for public hearing, unless there is a safety issue identified by Fire and/or Police that needs to be addressed. Committee members agreed.

Asst. Fire Chief Pizon commented that he would like to get the changes to South Street/River Street done on paper and have them ready to go for when the Committee decides the time is appropriate to resume address changes. He noted the changes had already been approved by the Select Board, however, he still needed help on determining the number of units in the multi-family buildings being assigned new addresses in order to assign them correctly. Mr. Sharples offered to provide the information for the River Street/South Street changes.

Ass't. Fire Chief Pizon informed the Committee that the department had an E911 ambulance call over the weekend for an incident at 2 Donna Drive. He indicated that this is one of the homes located in the Powder House MHP, however is actually located on Linden Street (and accessed from Linden Street). He indicated that he had subsequently heard from Kenny Lynn Dempsey at the State regarding the call and she clearly recommended that the issue be addressed. He noted that he and Mr. Eastman had visited the site after the last meeting and also Dow Lane and took multiple photos. Ass't. Fire Chief Pizon recalled the Committee's discussion regarding this being part of the 'big picture' of renumbering Linden Street from Vintage Way to Powder Mill Road, including the renumbering of Dow Street/Robinhood Drive Extension. Mr. Sharples offered to look into the numbering availability in that location; Ass't. Fire Chief Pizon suggested that they get together within the next week or so to review. He reiterated that he would like to get the legwork done so when the Committee decides it is appropriate to move forward with changes, he will be prepared.

Mr. Eastman inquired about last night's Select Board meeting, noting that the address request for assigning unit #s for 25 Hampton Road (Seacoast Family Promise) was being reviewed. Ass't. Fire Chief Pizon indicated that it was done by voluntary consent of the property owner given the street number was not changing -- just unit numbers being assigned. He confirmed that it was approved as 25 Hampton Road, "Unit A" and "Unit B", in accordance with the State's recommendation, and he would be following up with the appropriate paperwork.

Mr. Sharples asked if there was any other business the Committee wished to discuss. He indicated that he would meet with Ass't. Fire Chief Pizon separately to review the South Street/River Street and Dow Lane changes. As previously discussed, he suggested that the Committee hold off on moving anything forward to the Select Board until things appear to be getting back to a more normal state.

Mr. Eastman asked Ass't. Fire Chief Pizon if there was anything that could be done temporarily to properly identify the manufactured homes that are located on Linden Street. Ass't. Fire Chief Pizon commented that he would hesitate to do anything temporary. He indicated that the map books used by the department for emergency response calls are clear and the department is familiar with the situation, however that does not dismiss the fact that the non-compliance needs to be corrected in the future, particularly given now that the Town has been put on notice. He commented that the Committee has done a great job since its inception and will continue to work its way through the audit recommendations. He noted that the audit is 'recommendations' and the Town is not obligated to satisfy all of the non-compliant addressing issues called out in the audit.

Mr. Eastman agreed and commented that the Committee has worked diligently over the last two years in reviewing the State audit and making changes to accommodate their recommendations whenever possible.

1. Approval of Minutes: April 28, 2020

No action was taken; the minutes will be placed on the next meeting agenda for approval.

2. Other Business - none

3. Next Meeting

Consensus of the Committee was that the Chair can call the next meeting when appropriate or on an "as-needed" basis.

4. Adjourn

There being no further business to be addressed, Ass't. Fire Chief Pizon moved to adjourn; seconded by Deputy Police Chief Mike Munck. VOTE: Unanimous. The meeting was adjourned at 9:20 A.M.

Respectfully submitted,

Barbara S. McEvoy
Deputy Code Enforcement Officer
Planning & Building Department