

Building Inspector/Code Enforcement Officer Doug Eastman called the meeting to order at 9:00 A.M. on the above date in the Nowak Room of the Exeter Town Office.

PRESENT: Building Inspector/Code Enforcement Officer Doug Eastman, Town Planner Dave Sharples, Ass't. Fire Chief Justin Pizon, Deputy Fire Chief Jason Fritz, Deputy Police Chief Josh McCain.

Public present: Michelle Hamilton, Community Manager, River Run Mobile Home Park
Jim Baird, River Run Mobile Home Park
Todd Baker, Exeter Rose Farm

2. River Run MHP (formerly Exeter River Landing MHP) - mailing address changes

Michelle from River Run was present to explain the changes they wish to make to the addressing in the park. She noted that currently each mobile home has a physical address (i.e. with a number and street name) and a separate mailing address (i.e # Exeter River Landing) for the mail building located within the park. They are proposing to eliminate the "Exeter River Landing" mailing addresses and utilize the physical address of the mobile homes at the mail building. It was agreed that Ass't. Chief Pizon will send a letter to the Exeter Post Office to match the mailing address to the physical address for the River Run mobile home park. ***Motion made by Jason Fritz; seconded by Josh McCain. VOTE: Unanimous.***

1. Assignment of street names for the Exeter Rose Farm development

Todd Baker from the Rose Farm development was present and provided materials for the Committee to review. He had submitted three proposed street names for the short length of road off of Wadleigh and Oak Streets, as requested at the last meeting. Consensus of the Committee was that Wadleigh Street would continue into the Rose Farm development to the cul de sac; Oak Street "Extension" would be removed and become an extension of Oak Street (to serve the one multifamily building). The additional road off Wadleigh and Oak Streets will be named "Sunflower Lane" (as submitted on the plans). It was confirmed that the street numbering was done based on state and town guidelines. Justin Pizon asked Mr. Baker to provide an updated set of plans which show a lot and map information as well as larger street numbers to be easily seen on the plans. Mr. Baker agreed and will get plans sent over. ***Mr. Sharples made a motion to accept the addressing and street naming as submitted; seconded by Josh McCain. VOTE: Unanimous.***

3. 50 Newfields Road – M/F condominium development – addresses

Doug Eastman informed the Committee that a building permit had been issued for the construction of the recently approved multi-family condominium development at 50 Newfields

Road. The main house will remain as a residential unit, the accessory structure (previously used as a church and dry cleaners) has been demolished and is being replaced with a new 3-unit residential building.

The Committee discussed the options for numbering and consensus was to keep the “50 Newfields Road” address and number the units following state and town guidelines - Unit A, Unit B, Unit C and Unit D. ***Jason Fritz made a motion to accept the above recommended numbering; seconded by Josh McCain. VOTE: Unanimous.***

4. 1,2,3 & 4 Deep Meadow (Burt) / Powder House MHP mobile homes on Linden Street – change of address

A request was received from the Assessing Office for the Committee to review the addresses of four mobile homes located on Linden Street which are actually part of the Deep Meadow (Powder House) MHP. Currently their addresses are 1, 2, 3 & 4 Deep Meadow Park, however, the homes have no access from the street(s) in the MHP – their only access is from Linden Street, and accordingly should have a “Linden Street” address. The Committee acknowledged the non-standard addressing found in this area.

In the field, it was discovered that currently, a mobile home in the Exeter River Co-Op MHP has a driveway curb cut onto Linden Street and is using the address of “95 Linden Street” as depicted on his mailbox. This mobile home is located before the Deep Meadow Variety Store which has an address of 93 Linden Street.

The Committee acknowledged the non-standard addressing situation in several locations along Linden Street. To address the immediate problem, the committee proposed the following changes:

- 95 Linden Street (mobile home in Exeter River Co-Op) be changed to 91 Linden Street
- 93 Linden Street (store) be changed to 95 Linden Street
- 4 Deep Meadow be changed to 97 Linden Street
- 3 Deep Meadow be changed to 99 Linden Street
- 2 Deep Meadow be changed to 101 Linden Street
- 97 Linden Street be changed to 103 Linden Street
- 103 Linden Street be changed to 105 Linden Street
- 103 A Linden Street be changed to 107 Linden Street

It was noted that voluntary address change forms will be required from property owners, and if not able to obtain them, a public hearing before the Select Board would be necessary. Mr. Pizon offered to attempt to obtain voluntary change requests before going to a public hearing. Because of the complexity, Mr. Sharples will conduct a field assessment and report at the next meeting.

Dave Sharples made a motion to accept the addressing changes contingent upon the field assessment; seconded Josh McCain. VOTE: Unanimous.

5. Approval of Minutes: May 3rd, 2022

Justin Pizon made a motion to accept the minutes from the May 3rd, 2022 E911 Committee meeting as written; seconded by Jason Fritz. VOTE: Unanimous.

6. Other Business

- Dave Sharples wanted to look at the addressing for the new PEA Faculty Neighborhood development off High Street.
Dave Sharples made a motion that Justin Pizon send the plans to the state for addressing/street naming guidance; seconded by Jason Fritz. VOTE: Unanimous.
- ***Next Meeting – August 2, 2022***

7. Adjourn

There being no further business to be addressed, Justin Pizon moved to adjourn; seconded by Josh McCain. VOTE: Unanimous. The meeting was adjourned at 9:50 A.M.

Respectfully submitted,

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