

Building Inspector/Code Enforcement Officer Doug Eastman called the meeting to order at 9:05 A.M. on the above date in the Nowak Room at the Exeter Town Office.

PRESENT: Building Inspector/Code Enforcement Officer Doug Eastman, Deputy Fire Chief Jason Fritz and Town Planner Dave Sharples.

**1. Review of street addresses in River Run MHP (former Exeter River Landing)**

Jason Fritz explained to the committee that he had been contacted by the management at River Run Mobile Home Park and had several discussions regarding their attempt to improve the mail delivery for the park. He noted that currently all residents have a physical address (# Robinhood Drive, # Friar Tuck Drive, # Nottingham, etc. ) and a separate mailing address used for mail delivery at their community post office (Box # - Exeter River Landing). The management had proposed to change the mail house box numbers to coincide with the number of the residents' physical addresses. It was noted that there were several duplicate numbers used, but identified by A, B, C etc. This proposal was not accepted by the Exeter Post Office. He stated that this issue is not within the E911 Committee's jurisdiction, however, in speaking with them and reviewing the map the Fire Department has on file, it was noted that there were several non-compliant addressing issues and thought it worthy of running it by the Committee. He noted that the Fire Department is familiar with the park and has the map of the park layout in all of their trucks. ***Consensus of the Committee was to leave the addressing as is.***

**2. Follow-up to discussion on proposed changes to Boulder Brook Drive addresses (from March 2023 meeting)**

The committee recalled the discussion at the March 7<sup>th</sup>, 2023 meeting (and reviewed the minutes) regarding the non-compliant street addressing on Boulder Brook Drive. Dave Sharples had prepared a GIS map (dated 3/7/23) with the proposed new street addresses in compliance with the State NH DESC regulations for review. The committee had proposed that the two multi-family buildings would be assigned one numerical address and the individual condominium units would be designated by letters (Unit A, Unit B, etc.). It was noted that the existing building currently located at 11 Boulder Brook Drive (TM #80-2) with six units will be renumbered to "18" Boulder Brook Drive (Units A-F); the existing eight-unit building located on Tax Map Parcel #80-4, and currently numbered 1-5, 6, 7, 9 Boulder Brook Drive will be renumbered to "41" Boulder Brook Drive (Units A – H).

It was noted that the multi-family building currently at 11 Boulder Brook Drive does have a permanent sign on the lawn area in front of the complex identifying the street address. It was suggested that the other multi-family building (at the other end of the street) would be required to do the same so the numerical street address is visible from the street as the building sits so far back off the road.

Consensus of the committee was to place this issue on the October meeting agenda and to notify all of the property owners on Boulder Brook Drive. A letter inviting the residents to attend the October meeting to discuss the proposal and share their thoughts and/or concerns will be sent via regular mail two weeks prior to the October 3<sup>rd</sup>, 2023 meeting.

**3. Approval of Minutes: March 7, 2023**

***Dave Sharples moved to approve the minutes of March 7, 2023, as written; seconded by Jason Fritz.***

***VOTE: Unanimous.***

**4. Other Business**

Doug Eastman advised the Committee of new residential units which have been created and need to have street addresses assigned. He indicated that these did not need any formal action by the Committee, as he and Jason Fritz can assign the addresses, but he just wanted to inform the Committee.

- Property at 45 Pine Street (TM #83-59) was subdivided and created two (2) new lots on Nelson Drive, to become 1 and 3 Nelson Drive.
- Property at 14 Hobart Street (TM # 74-88) has been converted from single-family to multi-family (3 detached units), to become 14 Hobart Street, Units A, B and C.
- Property at 69 Court Street has created an accessory dwelling unit (ADU) and will be identified as 69 R Court Street.
- Property at 18 Beech Hill Road has been subdivided and a new single-family lot created. It will most likely become 18 R, with a voluntary consent form required from the current property owner. However, Dave Sharples was going to look at the subdivision potential on the road and report back to the committee regarding possible renumbering of the entire road.

Doug Eastman reminded the Committee that future meetings of the E911 Committee will be on an “as-needed” basis only.

**5. Adjourn**

***There being no further business to be addressed, a motion was made and seconded to adjourn. VOTE: Unanimous. The meeting was adjourned at 9:50 A.M.***

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