

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 at the Exeter Town Office.

PRESENT: Building Inspector/Code Enforcement Officer Doug Eastman, Deputy Fire Chief Jason Fritz and Deputy Police Chief Josh McCain.

Public Present: Ms. Laura Barker, resident of 62 Beech Hill Road.

**1. Barker property – 62 & 70 Beech Hill Road Creation of Private Way for access to “Hero Pups” business**

Doug Eastman indicated that he had received a request from Ms. Laura Barker regarding establishing an address for her service dog training business (Hero Pups) on the property adjacent to her residence at 62 Beech Hill Road. He noted there was a 50’ ROW located to the south of her home which she uses for access to the 46+ acre parcel (currently identified as 70 Beech Hill Road, TM #18-3) on which the business is located. He indicated that he had spoken with her regarding the option of a voluntary consent for change of address, which would require Ms. Barker to change her home address to from “62” to “64” Beech Hill Road, therefore, allowing the larger parcel to the rear to become “62” Beech Hill Road. He noted that Ms. Barker was not amenable to changing her address and wanted to discuss using the existing 50’ wide access to the property as a private ROW and to name it accordingly. He had invited her to attend the meeting, and she was present.

Ms. Barker understood that that the proposed name could not be the same or similar-sounding to any existing road name(s) in Exeter and/or Brentwood and Kensington. The Committee discussed several potential names for the private ROW.

***Josh McCain moved to recommend that the private ROW accessing the property (currently identified as 70 Beech Hill Road, TM parcel #18-3) be named “Paws Way” and be numbered accordingly in compliance with the NHDESC standards; seconded by Jason Fritz. Discussion:*** Ms. Barker inquired as to how long it would be before she had an address she could use for the business. Doug Eastman indicated he would have Dave Sharples review the location of the structure on the property on the GIS mapping and determine the accurate address number to be assigned. Ms. Barker noted that the barn structure was located 1600 feet from the access off of Beech Hill Road. It was noted that the address would most likely be “32” Paws Way, but will confirm with Dave Sharples. The Committee’s recommendation will then have to go the Select Board for a public hearing for final approval; Ms. McEvoy will check on the upcoming dates for Select Board meetings and schedule accordingly. Upon approval from the Select Board, the official letter from Deputy Chief Fritz will be issued; the new address will be effective 30 days from the date of the official letter. **VOTE: Unanimous.**

## **2. Linden Fields – 82 Linden Street – Tax Map Parcel #95-56**

Following up from the last meeting, Jason Fritz indicated that he and Doug Eastman had visited the Linden Fields apartment complex and had also spoken with Tony Teixeira, Executive Director of the Exeter Housing Authority (EHA). As previously noted by Ms. Dempsey (from NHDESC), the residents of the complex were using Linden Fields (along with their unit number) as an address, even though the physical address of the property was 82 Linden Street. She had also indicated that the community building and maintenance building should be numbered. In discussion with Mr. Teixeira, he indicated that a portion of the existing community building was being used temporarily as a residence and agreed the structure should be numbered for emergency purposes. Mr. Teixeira also noted that there was not adequate land available on the property for any future expansion.

Following the site visit and discussion with Mr. Teixeira, Jason Fritz followed up with Ms. Dempsey, and it was agreed that using “Linden Fields” addresses (Units #1-15) would be acceptable noting there is an existing town street sign depicting the street name. He noted that the community building would be assigned “#16” for a unit number, and the maintenance building would be assigned either “#17” or “#19”; he indicated that he would ask Dave Sharples to confirm the unit numbering. He stated that although the numbering was not 100% compliant with the State regulations, it was the most logical resolution to the existing situation and he indicated that Ms. Dempsey was okay with it.

Discussion ensued as to whether the matter would require Select Board approval. Jason Fritz noted that he did not believe it would, as it would be considered an address numbering issue which he and Doug Eastman have the authority to make changes. However, he noted that if it was necessary to add a suffix to the existing “Linden Fields” street name, it would require a public hearing and approval by the Select Board for a new street name. He indicated that he would check with Ms. Dempsey to see if a suffix would be required for the street name; the Committee will proceed accordingly.

## **3. New street address - C/A Design/Wakefield Thermal off of Holland Way**

Doug Eastman indicated that the former OSRAM building located at 131 Portsmouth Avenue has been sold and new construction of a 40,000 S.F. addition, expanded parking and loading docks was currently underway for C/A Designs, Inc. - Wakefield Thermal. They have proposed a new access drive off of Holland Way and are requesting that a ‘Holland Way’ address be assigned to the site. He noted that Dave Sharples had previously measured the distance to the proposed entrance (from the Palmer & Sicard site at 89 Holland Way) and indicated the address would be 181 Holland Way. Doug Eastman stated he would follow up with Dave Sharples to confirm and notify the property owner accordingly.

## **4. Approval of Minutes: November 7, 2023**

***Josh McCain moved to accept the minutes of the November 7, 2023 meeting as written; second by Doug Eastman. VOTE: Unanimous.***

## **5. Other Business**

Jason Fritz mentioned that he had some proposed changes to the Town Ordinance – Chapter 14 “Assigning Street Names and Numbers” and would be prepared to discuss them at the next meeting.

Doug Eastman reminded the Committee that future meetings of the E911 Committee will be on an “as-needed” basis only. The next regular meeting, if needed, would be March 5, 2024.

## **6. Adjourn**

*There being no further business to be addressed, Jason Fritz moved to adjourn; seconded by Josh McCain. VOTE: Unanimous. The meeting was adjourned at 10:00 A.M.*

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