

DRAFT MINUTES

BOARD OF SELECTMAN MEETING

MINUTES

JANUARY 9, 2012

1. Call Meeting to Order

Vice Chairman Matt Quandt convened The Board at 7:00 pm in the Nowak Room of the Town Office Building. Other members present were: Town Manager Russ Dean, Selectman Don Clement, Selectwoman Julie Gilman and Selectman Frank Ferraro. Absent was Chairman Robert Aldrich.

2. Public Comment - None

3. Minutes and Proclamations

A. Regular session: November 28th, 2011 December 5th, 2011, December 12th, 2011, December 19th, 2011

Mr. Ferraro reviews his proposed changes to the November 28th Draft Minutes. A short description of his proposed changes ensues.

Mr. Clement moves to approve the Minutes for November 28, 2011, as amended by Mr. Ferraro. Ms. Gilman Seconds. Vote: Unanimous. Mr. Quandt abstains.

The minutes for December 5, 2011 and December 12, 2011 are reserved for more inspection. The Board agrees to reserve them for the agenda next week.

Mr. Ferraro moves to approve the Minutes for December 19, 2011, as amended. Mr. Clement seconds. Vote: Unanimous. Mr. Quandt abstains.

B. Special Meeting: December 30th, 2011

Ms. Gilman moves to approve the Minutes for December 30, 2011, as amended. Mr. Clement seconds. Vote: Unanimous. Mr. Quandt abstains.

4. Appointments - None

5. Department Reports - None

6. Discussion/Action Items

1. Draft ER Zone Designation: Epping Road

Mr. Dean presents the basic overview of what the Draft ER Zone Designation proposed for the Epping Road area is. As an economic revitalization zone it would allow the businesses in the Epping Road corridor to qualify for a State tax credit. He explains that the zone would be used by the community as a tool to help prospective businesses locate here. The EDC and Planning Board are currently reviewing this effort. He advises The Board that in order to qualify for the ER Zone Designation, the number of vacant or demolished structures must be reduced. Mr. Dean believes this Zone Designation could help prospective employers and other establishments decide to locate here. Mr. Dean hopes to have a draft of the application for this Zone Designation prepared for the Board to review by the end of January.

2. Warrant Article Updates

Kevin Smart, Maintenance Superintendent shares his update on the slate roof at the address of 47 Front Street. He has invited Bob Fulmer, an expert in slate roof to provide his professional opinion on the roof. Mr. Smart indicates there are several issues that need to be addressed in order to consider changing the material from the natural slate to a synthetic material. He explains the building would need to be modified in order to utilize a synthetic material. Modifications such as venting, which the building does not currently have. The building will also need brick work in the eaves and the plywood on the deck would need to be modified. The projected cost of these modifications would be \$20,000- \$30,000. Mr. Fulmer offers his expert opinion that the current slate on the roof can be reused to a large extent. He further explains that the slate currently on the building is some of the best natural slate there is available. The Town of Exeter would be hard pressed to find a better or longer lasting material. He feels the slate on the building, with its origins in Monson Maine has an extensive service life. No modifications would need to be made to the existing structure. He advises that removal of the slate, replacement of the flashing details and upgrading the base is the smart economical choice. That paired with reusing the slate that can be reused will present the structure with a new 100 year roof. A short discussion ensues regarding the warranty requirements for

synthetic materials. The requirements and regulations to maintain a long term warranty could be costly, as the manufacturers are constantly reformulating the recipes for the products. The question of actual cost is raised. Mr. Smart projects that reusing the current slate, including labor the cost is approximately \$99,000. The cost for synthetic material replacement would be projected at \$64,000. This cost is not all inclusive. It does not include the cost of prep work, or the copper flashing. This would just be a materials cost. Ms. Gilman points out that the Historic building is valuable to the Town of Exeter, it is a Civil War Monument and it should not be treated lightly. The integrity of the building itself should not be compromised. The Heritage Commission supports this warrant article. Mr. Clement proposes this projected to the agenda for next week's session.

Kevin Smart, Maintenance Superintendent also updates The Board on The current project of the Town Office HVAC. The Previous estimate of the project in 2009 was approximate to \$235,000. The project will consist of 17 Ductless units, an 8 ton condensing unit, a 12 ton condensing unit, a fan coil to provide 15cfm per person, 2 louvers and a boiler with piping and zone vales. Including an estimated labor cost of \$88,420, the new projected cost of this project is expected to be \$198,000. At the time of this update, Mr. Smart believes the bidding climate and engineering costs have become more competitive since the original prices were generated in 2009. The purpose of this project is to improve the air quality in the Town Office building. The current air exchange is inefficient. The Town Office is currently utilizing window units to cool the building in the warmer months. A short discussion ensues in regards to the actual cost savings this HVAC system will provide. Mr. Dean remembers an energy audit performed recently that was followed by a fixed cost energy contract that is currently in place at the Town Office Building. Ms. Gilman remembers an audit performed by the MEAP (Municipal Energy Audit Program). The question of how the new system will obstruct or intrude on the character of the building is raised. Mr. Smart indicates the structure itself will sustain little to no changes with the exception of the newly mounted wall units and the new condensing units to be stored outdoors on the ground. Several locations will receive a new wall mounted structure not much bigger than the current window units. The units can be adjusted or moved in the future to accommodate any changes to the inside of the structure in the future. This project will remain on the agenda to be brought forward during the Warrant Article discussion.

B. Old Business

1. Adopt Public Access Policies

Mr. Dean presents the topic of Public Access Policies for the community access channel. Channel 98 has been on the air for around six months. The policies are vetted by the Cable Committee. The policies are currently being utilized on a trial basis at Exeter High School and seem to be functioning as intended. Mr. Dean asks The Board to formalize the use of these policies and procedures. Mr. Ferraro expresses his desire to have the Cable Committee vote and adopt the policies. Mr. Dean advises the Board that Advisory Committees do not adopt policies from a process perspective that is the Board's role. The Committee has met several times to review the policies and has seen the clean copy after review by counsel. After some discussion, the Board agrees to wait for an official recommendation from the Cable Committee.

7. Regular Business

A. Bid Openings - None

B. A/P and Payroll Manifests

A. Accounts Payable and Payroll Manifests

**Mr. Ferraro moves to approve the accounts payable warrant for checks dated 1/6/2012 in the amount of \$121,123.90.
Mr. Clement Seconds. Vote: Unanimous**

Mr. Ferraro moves to approve the accounts payable warrant for checks dated 12/30/2011 in the amount of \$109,680.32. Ms. Gilman Seconds. Vote: Unanimous

**Mr. Ferraro moves to approve the accounts payable warrant for a check dated 12/28/2011 in the amount of \$5,000.00.
Mr. Clement seconds. Vote: Unanimous**

**Mr. Ferraro moves to approve the accounts payable warrant for a check dated 1/6/2012 in the amount of \$51,600.66.
Mr. Clement Seconds. Vote: Unanimous**

**Mr. Ferraro moves to approve the accounts payable warrant for checks dated 1/6/2012 in the amount of \$18,173.45.
Ms. Gilman Seconds. Vote: Unanimous**

Mr. Ferraro moves to approve a weekly payroll warrant for checks dated 1/04/2012 in the amount of \$167,204.05. Ms. Gilman Seconds. Vote: Unanimous

C. Budget Updates - None

D. Tax abatements and Exemptions

Mr. Ferraro moves to accept six Veterans Tax Credits for the following locations: Map 73, lot 178, Map 63, lot 192, Map 95 lot 64, Map 99, lot 25, Map 95, lot 64 and Map 104, lot 79. Ms. Gilman Seconds. Vote: Unanimous

E. Water sewer abatements - None

F. Permits - None

G. Town Managers Report

Mr. Dean wishes to remind The Board and the residents of The Town of Exeter that Christmas Tree pick up is scheduled for this week, on your regularly scheduled trash removal day. Tuesday, January 10 is Primary Day and voting will be taking place at the Talbot Gym. All residents are invited to vote from 7am to 8pm. He urges the residents to come out and vote.

H. Legislative Update

Mr. Quandt advises The Board that many bills have come forth this year. He would like to recognize Ms. Gilman for her thoughts. Ms. Gilman proposes that the new bills are plentiful, as a Board they might consider dividing all the new legislation for review. She has posed the possibility of each Selectman taking a few pieces and following them. Mr. Quandt agrees this could be helpful. He advises The Board that the general court website is an excellent resource for the most current calendar for proposed bills. He also points out that many of the same subject matters can be heard on the same day. The agendas are published on Fridays for the following week. Mr. Clement expresses his concern, and even disappointment in some of the things passed recently by The House of Representatives, which will go to the Senate in the March.

I. Selectmen's Committee Reports

Selectman Ferraro reports he will attend the Planning Board meeting on Thursday and will also be the Alternate Selectman for Mr. Clement at the Water and Sewer Committee meeting Wednesday.

Selectwoman Gilman will attend an EDC meeting Tuesday morning and has a scheduled Heritage Commission meeting for Wednesday. She also wishes to point out that there is a job fair coming to the Town Hall on February 9, 2012. She would encourage anyone who is looking for work to attend. She proposes a poster be added as a slide to the Public Access Channel.

Selectman Clement will attend an EDC meeting Tuesday morning. Selectman Ferraro will be his alternate at the Water and Sewer Committee meeting Wednesday.

Selectman Quandt will attend a Cable Committee meeting on January 19, 2012.

J. Correspondence

1. A letter from Federal Emergency Management Agency (FEMA) indicating the application for the FY 2011 Assistance to Firefighters Grant has been approved. The application was submitted to assist in financing an installation of a sprinkler system at the Public Safety Complex. Mr. Dean reminds The Board they must vote to accept the grant and The Board agrees to add it to the agenda for January 23, 2012.

2. A letter from the US Department of Housing and Urban Development. The letter outlines the changes to Public Law 112-55 section 23 of title II of Division C.

3. A request from Jeffrey Warnock of Runawit Road. He requests reimbursement for the filing fee paid under RSA 76: 17-b. He provided a copy of the RSA.

4. An email from Michele Silak regarding the Pine Road posting.

5. A letter from Randall and Rebecca Davis of Middle Road regarding the Pine Road posting.

6. A letter from Chief Comeau to NorthEast Lantern regarding the new Town Fee schedule for fire alarm monitoring.

7. An email from Roy Tellini of Bayberry Lane regarding his experience with an artificial slate roof.
8. A letter from Gordon Heal, President of NorthEast Lantern regarding the invoice received from the Exeter Fire Department for Fire Alarm Monitoring.
9. An invitation to Bid on the Sale of Police Department's Uninterrupted Power Supply Surplus Equipment.
10. A letter from Mitchell Municipal Group, P. A. regarding the changes to RSA 91-A the Right to Know Law.

8. Review Board Calendar

The next meeting of the Board of Selectmen will be held Tuesday January 17, 2012.

9. Non Public Session - None

10. Adjournment

Ms. Gilman moves to adjourn. Mr. Ferraro seconds. Vote: Unanimous

The Board stood adjourned at 8:39 pm.

Respectfully Submitted,

Jennifer Pond
Recording Secretary