

## EXETER RIVER STUDY COMMITTEE MINUTES

April 15, 2010

### 1. Convene Meeting:

Chairman Lionel Ingram, Paul Vlasich-Town Engineer, Resident Rod Bourdon, Ginny Raub, Don Clement-Selectmen Rep, Roger Wakeman-PEA Rep., Peter Richardson, Kristen Murphy-Planning and Mimi Becker were all in attendance. Guest speakers: Sally Soule and Ted Diers from NH DES. Lionel convened the meeting at 9:05 a.m.

### 2. Approve minutes of 3/18/10:

There was a motion to accept the minutes of March 18, 2010 as presented by Mimi Becker and seconded by Ginny Raub. Vote was unanimous.

### 3. Up-date on the Hazards Policy – Don Clement

Don Clement updated the committee by stating the Selectmen have voted and approved the Hazard Policy. The policy will now become part of the Selectmen's policies and will be submitted into the handbook.

### 4. Report of the Sub Committee on the Feasibility Study-Mimi Becker:

Mimi Becker updated the committee by stating the working group met on April 6, 2010. The group is proceeding on the Request for Proposal (RFP) draft. The intent is to have a completed draft for the next Sub Committee meeting on April 20, 2010. Another component of the substance of the draft is that Paul Vlasich has invited the consultant, who put together the hydrologic study of the river, to the subcommittee meeting of April 20, 2010 in order for the consultants to brief the committee on what is already known about the study, eliminating work being done twice. Mimi stated as soon as they have a solid draft on the RFP it will be forwarded to the River Study Committee members for review prior to the public meeting of April 29, 2010.

### 5. Report of the Sub Committee on the Public Meeting of April 29, 2010 - Mimi Becker:

Mimi stated the RPF will still be in draft form when it is put out for public comment, ensuring their feedback to be included for the final RFP. Thanks to Russ Dean and Rockingham Planning Commission (RPC), they have the contract in place to have Theresa Walker, RPC, to facilitate the public meeting. The subcommittee, along with Theresa Walker has drafted a press release and it has been published in the Carriage Towne News, Foster's Daily Democrat, Seacoast Media newspapers, Union Leader, and The Wire. It has also been distributed widely to NH Fish & Game, ERLAC, The Coastal Program, and NH DES for distribution to their email lists. RPC is also notifying the 12 members of the watershed communities.<sup>1</sup> There will be a second press release issued on April 18, 2010 as a reminder to the public of the upcoming April 29<sup>th</sup> meeting. Mimi stated the committee would also like the press release published on the Town's website.<sup>2</sup> Lionel asked Grace Rogers if once the agenda is set for the public meeting if it could be put on the Town's website and Channel 22, as well as being emailed to the River Study Committee members. Grace replied yes. Mimi will forward the agenda once it is completed to Grace.

Don Clement suggested, for clarification purposes, a small article be put in the newspaper to let the public know what is expected of them at the public session.<sup>3</sup> Something with a little more detail other than what is stated on the press release. Mimi stated although the agenda will reflect what is expected of the public Don's idea of a newspaper article is a good idea. Lionel stated he wanted to make it clear that they want the public to bring their

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<sup>1</sup> There was some question on how many members there are; Mimi will check with Theresa Walker to get the correct #.

<sup>2</sup> Grace Rogers submitted the press release to have put on the Towns website as well as Channel 22 and the bulletin board at the Recreation Department.

<sup>3</sup> An article ran in the Exeter Newsletter on April 27, 2010 page A3, "Public Input Sought on Great Dam".

ideas but not to come with loads of pictures. There will be an opportunity further down the road for those. Lionel added something should be stated in the article that the public session isn't going to be the "only" time they will be able to have input. Mimi stated the subcommittee had discussed if people have specific data, photographs, etc. there should be a depository center for the information to be forwarded to the consultant, whom ever that should be.

Mimi addressed the agenda and the process for the public meeting on April 29, 2010. It is as follows:

- A welcome and introduction to the overall meeting.
- An overview of the meeting goals, the process that will be used and specify the rules of engagement.
- The briefing part of the meeting will be the explanation of the projects history and the purpose of the request for proposal; the types of things that need to be included in the RFP to guide a study.
- Deb Loiselle will walk through the steps that have already been completed and explain what an RPF is. As well as what has to be addressed in this component of the RFP and provide a walk through on the current focus of the RPF.
- After the briefing the people will be divided up into small working groups. Each group will have a facilitator and recorder to compile the concerns and get them on the table. It will be at this point, if they have info, they should bring it forward. This is not for debating a pro or con this is an information acquisition and prospective acquisition exercise. The time will be distributed evenly to be sure blocks of people don't have all the air time. All the working groups will have the same theme for discussion.
- After the working groups have taken on their tasks there will be a summary session to hear the results and make sure nothing is missing.
- Mimi Becker will provide an overview of what are the next steps in terms of public education and opportunities for engagement. Also, how their input is going to be summarized and addressed along with the further development of the RFP. Mimi noted the summary results of the meeting will be published.
- Finally thanks will be given to the public and committee members that attended the meeting for sharing their time, knowledge and concerns.
- An announcement will be made if someone thinks of something really important and they didn't get a chance to put it on the table or they have some existing information they want to submit they will have until May 7, 2010 to notify Theresa Walker.
- Adjourn

Mimi stated that the subcommittee is not going to dismiss irrelevant issues that are brought up. They will be held for future use. Mimi stated Theresa Walker could have the summary draft to the subcommittee by May 3, 2010. The subcommittee will be meeting on May 4, 2010 to discuss the findings and consider the results. They will finalize it and submit it to the River Study Committee with recommendations from the working group.

Mimi stated the public meeting will be on Thursday, April 29, 2010 at 7:00 p.m. in the Town Hall. Lionel Ingram told the committee that he believes all the River Study Committee (RSC) members should attend the public meeting and participate in the working groups. RPC will have a neutral role in running the meeting; the Town will have a role making it clear from the DPW side of the house and the RSC members should be there to listen and participate only and not any particular role. Lionel asked Sally Soule who from NH DES would be there. Sally responded, herself, Ted Diers and Deb Loiselle will be there to answers question; to let people know the funding possibilities there are or to help facilitate if needed although Deb will have more of a participatory role in the meeting.

Don Clement suggested the poster board out front of the Town Hall and the police board as a means of publicity.<sup>4</sup> Ted informed the committee that a grant was applied for through the Gulf of Maine Council (GMC). He explained the GMC has had a partnership agreement with National Oceanic Atmospheric Administration (NOAA) through their Habitat Conservation Program for 7 or 8 years. They have passed through \$4,000,000 in projects across the Gulf of Maine including New Brunswick and Nova Scotia. There have been several projects in New Hampshire through that funding. Ted stated that Deb Loiselle helped fill out the application for the 2010 Habitat Restoration Grant in the amount of \$40,000; this would be additional dollars to fund the Request for Qualification (RFQ). The reason the request was submitted is in anticipation of the public meeting where there will be issues that will need to be addressed and this would give additional resources to study these issues. The committee reviewing the grant request will be reviewing it on April 30, 2010. Ted anticipats the decision on the grant will be made some time in May 2010. The Town will be notified by the end of May 2010 one way or the other. Ted stated the Town and Deb put together a very strong proposal and feels this will be a high priority proposal for the Council.

Sally Soule updated the committee stating NH DES has awarded the Town “319 Funds” to support a portion of the studies work.

Lionel Ingram clarified the funding stating the Town has \$40,000; NH DES is giving us \$60,000; the Town hopes to get \$40,000 more. The funds totaling for this project is \$140,000.

**6. Letter to 2010 Habitat Restoration Grants Program – Lionel Ingram:**

Lionel Ingram explained to the committee that due to a deadline, he wrote a cover letter to accompany the 2010 Habitat Grants Program. He read the letter to the committee asking for backing of the letter from the committee. All the committee members agreed to support the letter. Lionel will email the letter to committee members.

**7. Other Business:**

Paul Vlasich asked how hydro power works into play with the dam. Don Clement stated the Energy Committee is looking at this alternative. The initial review of hydro power results showed it wasn't a gain to go that route.

**9. Public Comment:**

None

**10. Adjourn the Meeting:**

The meeting was adjourned at 10:20 a.m. The next meeting was set for May 20, 2010 at 9:00 a.m. in the Nowak Room of the Town Office.

Respectfully Submitted,

Grace Rogers  
Public Works Office Manager

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<sup>4</sup> Grace Rogers through DPW had the electronic sign board place throughout the Town a week prior to the meeting.