

EXETER RIVER STUDY COMMITTEE MINUTES

June 17, 2010

1. Convene Meeting:

Chairman Lionel Ingram, Paul Vlasich-Town Engineer, Resident Rod Bourdon, Ginny Raub, Frank Patterson, Peter Richardson, Kristen Murphy-Planning, and Mimi Becker were all in attendance. Guest speakers: Deb Loiselle from NH DES. Lionel convened the meeting at 9:05 a.m.

2. Approve minutes of 5/20/10:

There was a motion to accept the minutes of May 20, 2010 as presented by Mimi Becker and seconded by Frank Patterson. Vote was unanimous.

3. Discussion of the draft RFP for the Feasibility Study-Mimi Becker/Deb Loiselle:

Mimi Becker provided an overview on the Working Group (WG) and how they're proceeding. Mimi stated the WG has been spending time to make sure all public concerns are covered in the overall framework of the RFP and review existing data as not to repeat a process that has already been done. Mimi turned it over to Deb Loiselle to talk about the "draft" RFP.

Deb Loiselle handed out the non public draft of the Request for Proposal (RFP). Discussion pursued over the items covered by the WG. The WG will review the remaining components of the RFP at their July meeting. The River Committee members supplied preliminary comments regarding the draft RFP portion that was covered by the WG. Mimi Becker stated once the RFP is completed and out of the draft stage it will be in the public domain. Once it goes out to bid it will be listed on the Town's website.

Deb stated the public has one to two more weeks to send their comments/concerns/questions to either herself at Deborah.Loiselle@des.nh.gov or Mimi Becker at mimi.becker@unh.edu as co-chairs of the WG.

Deb handed out another sheet that addressed additional issues/concerns not cover in the RFP. These are items outside of the RFP and may need to be addressed differently. The committee reviewed the list.

4. Discussion of the RFP Process:

Deb Loiselle stated once the RFP has reached its final stage Russ Dean will review it making sure it meets the Towns policy for the purchase process and advertising.

5. Discussion of How to Proceed After the RFP is Published – Deb Loiselle:

It was agreed upon with Russ Dean to have a "two bid process"; 1) a sealed bid with the cost proposal price and 2) a non sealed bid without the cost price. The non sealed bid's information will enable the selection team to review the bidders qualifications and references. Deb also stated they will offer a pre proposal site visit but it would not be mandatory.

Lionel Ingram asked Deb how many qualified companies would reply. Deb estimated around six. Lionel also asked if there is anything that addresses, if the dam is removed, what the area is going to look like. Deb replied, yes it is addressed in the aesthetics portion. Lionel suggested that an additional "Task" be added to the RFP that would cover appearance, aesthetics, habitat restoration, wetlands and historic.

Lionel stated at the August River Study Committee meeting the "Selection Team" and "Negotiating Team" will be discussed. Lionel wants to include a Planning Department member as well as a resident in these teams.

6. Other Business:

The Town will hear back on the Gulf of Maine Coast grant by the end of June once the Governor in Council meets.

Frank Patterson and Rod Bourdon were asked to research the Town's website for navigation purposes. The "Publications" tab was changed to read "Reports" and that made navigation easier. Frank and Rod found within the "Reports" tab eleven reports listed with one link not working, "NHDES presentation of Dam Removal – February 22, 2007". Deb Loiselle said she will send that link again to Grace Rogers, Office Manager, to have it reinstalled on the website. Suggestions were made by Frank and Rod on site links to be added to the Towns Website. Members of the River Study Committee suggested a few additional sites to add. Lionel asked for Grace Rogers to work with Frank Patterson to compile the list of links and have them put on the Towns website.

7. Public Comment:

None

8. Adjourn the Meeting:

The meeting was adjourned at 10:45 a.m. The next meeting was set for August 19, 2010 at 9:00 a.m. in the Nowak Room of the Town Office. No July meeting.

Respectfully Submitted,

Grace Rogers
Public Works Office Manager