

**1. Convene Meeting:**

Chairman Lionel Ingram, Ginny Raub, Peter Richardson, Roger Wakeman – PEA, Paul Vlasich – Town Engineer, and Kristen Murphy – Natural Resource Planner were all in attendance. Guest speakers: Deb Loiselle from NH DES. Lionel convened the meeting at 9:08 a.m.

**2. Approve minutes of 10/21/10:**

The minutes of the October 2010 meeting was postponed to the next meeting.

**3. Status of RFP for the Feasibility Study – Paul Vlasich:**

Paul Vlasich updated the committee on the status of the RFP.

- ✓ 10-14-10 RFP deadline.
- ✓ 10-28-10 the pre proposal site visit and meeting was held at the Town Hall. It included a walk to the dam. There were 15 different firms in attendance. Out of the meeting there were 18 questions.
- ✓ 11-4-10 Deadline for written questions. Received 19 additional questions.
- ✓ 11-12-10 Deadline to reply to the questions. The 37 questions are on the Town Website under the “Report” section on the home page, then under the “River Study” tab. The report is called “Exeter River Great Dam Q&A”.
- ✓ 11-22-10 RFP proposals are due by 4:00 p.m. to the Town Manager, Russell Dean.

Deb Loiselle spoke about the historical aspects and updated the committee on the Request for Project Review (RPR). Deb stated she has been working on the RPR for the past month along with Phyllis Duffy. The RPR will have specific information on the historical aspect and archeology of what’s below the ground. There are two federal agencies reviewing the RPR for the Section 106 Regulation, which is part of the National Historic Preservation Act; Eric Hutchins-NOAA and Leah O’Neill- EPA. Deb will forward the RPR to Eric and Leah for review and comments. The next step will be sharing it with John Merkle, Chairperson of the Exeter Heritage Commission, also for review and comments. Once that is complete Paul Vlasich will forward it to the NH Division of Historical Resources on behalf of the Town of Exeter. Edna Feighner who is the Review and Compliance Coordinator at the NH Division of Historical Resources will review the RPR. Edna is also one of the NH Division of Historical Resources staff archaeologists. The NH Division of Historical Resources will review the information and determine if they have sufficient information to make a determination or if they will need architecture and/or archaeological surveys in order to do so. They complete this review and comment within 30 days. Deb reiterated the Town is looking at dam modification as well as dam removal.

Deb stated the RPR also requests photos which will include current day and photos of 1935.

Kristen Murphy asked who will lead the Section 106 regulation. Deb replied NOAA and EPA will cooperatively work together.

Lionel Ingram stated the Town will oversee the RPR along with Deb Loiselle. Deb stated she will send an electronic copy of the RPR to the Exeter River Study Committee (ERSC) members.

Paul Vlasich asked Deb when she anticipates the final RPR to be sent out. Deb stated approximately a month.

**4. Discussion of How to Proceed After the RFP is Published – Mimi Becker:**

Paul Vlasich, in Mimi Becker's absence, updated the committee from the point of the deadline of 11-22-10 at 4:00 p.m.

- ✓ The Selectmen will open the non cost envelopes, leaving the cost envelopes unopened.
- ✓ Once the proposals are opened by the Selectmen they will be forwarded to Paul.
- ✓ Paul will distribute the proposals to the Selection Committee for review and discussion.
- ✓ The firms will be chosen for who will come in for an interview.
- ✓ Complete the interviews and decide who will be the potential best choice(s)
- ✓ Go back to the Selectmen and have the cost proposal envelopes opened for the firms that are still viable.
- ✓ Go back to the Selection Committee for another review with the cost to factor in their recommendation.

Lionel Ingram asked, as the Selection Committee moves along, they update the ERSC through email. Both Deb Loiselle and Paul Vlasich replied yes they will.

**5. Other Issues and Activities of Interest to the Committee – Lionel Ingram:**

Lionel Ingram stated he has asked Russ Dean to come to a future committee meeting and give some suggestions on where the ERSC could be useful.

Pete Richardson wanted to remind the committee members of an upcoming meeting coordinated by the NH Coastal Adaptation Workgroup. It is a workshop on water, weather, climate and community. The meeting will be held at the conservation center at the Great Bay Discovery Center at Sandy Point in Greenland, Tuesday, November 30, 2010 from 5:00 to 8:30 p.m.

**6. Public Comment:**

None

**7. Adjourn the Meeting:**

The meeting was adjourned at 9:48 a.m. The next meeting was set for January 20, 2011 at 9:00 a.m. in the Nowak Room of the Town Office. There will not be a meeting in December.

Respectfully Submitted,

Grace Rogers  
Public Works Office Manager