

## EXETER RIVER STUDY COMMITTEE MINUTES

May 26, 2011

### 1. Convene Meeting:

Chairman Lionel Ingram, Don Clement-Selectmen Rep., Rod Bourdon, Paul Vlasich-Town Engineer, Mimi Becker, Ginny Raub, Roger Wakeman-PEA Rep., Kristen Murphy-Planning Department and Pete Richardson were all in attendance. Deb Loiselle was absent. Lionel convened the meeting at 9:00 a.m.

### 2. Approve minutes of 4/21/11:

There was a motion made to accept the minutes of the April 21, 2011 by Don Clement and seconded by Rod Bourdon. Vote was unanimous.

### 3. Status of the Consultant Search – Paul Vlasich:

Paul Vlasich passed out a packet that included a memo recommending the proposed consultant. Paul stated there is a meeting set for 8:00 a.m. on Tuesday, May 31, 2011 to award the contract. They will be receiving a memo contract from the consultant and the cost breakdown by line item. Lionel Ingram stated he will be at the meeting along with Paul and Deb Loiselle. Paul mentioned that in the Request for Proposal (RFP) there was sediment sampling. And depending on those results will depend on whether or not he will ask the consultant to give us his recommendations and cost in a memo.

Paul stated he is still looking for a means of funding the visual renditions since the grant they had applied for from the NH Charitable Foundation was not approved. Basically the add alternatives: sediment and photo renditions would cost an estimated \$16,290.00 but at this point they have no funding. Lionel reiterated the importance of finding other potential sources of money for the sediment and visual renditions. Paul mentioned there may be possible partial funding through the NH Corporation Wetlands Partnership or performing some of the work. Lionel mentioned Rivers of America might also be a possibility.

There was a motion made to accept the contents of the packet and the recommended consultant, VHB, for the Dam Feasibility and move forward with the contract by Mimi Becker and seconded by Rod Bourdon. Vote was unanimous.

Paul Vlasich will be the program manager of the whole project. Lionel recognized Paul Vlasich and the Selection Committee (SC) for all their time and hard work.

Don Clement stated he would like a time line as the project progresses. Lionel suggested the time line updates be centered on the critical phases/moments.

### 4. Project Management and Oversight of the Feasibility Study – Mimi Becker:

Mimi Becker updated the committee by stating the Selection Committee (SC) did recommend exploring other means of funding for the \$16,290. Mimi also stated there will be three (3) public meetings. The first meeting will be in September. The SC will be working directly with the Working Group (WG) on the three public meetings. There is also a need to find an outside facilitator for the meetings and a mechanism to move forward with VHB. Mimi suggested contacting VHB to have a kick off meeting. Mimi and Don suggested a gantt chart be used to reflect the work to be done in order to keep in line with the grant funds. Paul suggested about a week after the May 31<sup>st</sup> meeting that a meeting date be set with VHB and the WG.

Lionel suggested a series of meetings be set to keep the public informed. Also, all things related to supplying alternative water/fire suppression have to be discussed and addressed. Mimi suggested a Q&A about water supply, water for the Mill, PEA and fire suppression be created in order to provide the public with these topics

and information. Mimi stated the WG felt it was important to provide a press release on the project. Mimi has done a “draft” and once the Board of Selectmen (BOS) have approved the contract it will be given to Public Works to release. Mimi will work with Paul in finalizing the press release.

**5. River Reconnaissance – Roger Wakeman:**

Roger Wakeman informed the committee that PEA is still in the process of re grouping their staff. He is looking for formalize this task once the person is brought on board. Roger and Phyllis Duffy have been working on GPS maps to be used on the trails and on the river.

**6. Discussion of Future Tasks for the River Committee – Lionel Ingram:**

- a. Town Master Plan (TMP)**
- b. Follow-up to the PREP Briefing by Derek Sowers**

Lionel Ingram stated it is not possible at this time to pick up additional major tasks due to the fact of the large time line volume of the Feasibility Study. Mimi asked how can the RSC do its job if they are not aware of what is going on and being worked on by other committees in reference to the river? Peter Richardson suggested the RSC spend time to talking to every organization in town to help keep each other abreast of what is going on. Lionel suggested the BOS gather people on who they are and how to handle what’s coming down from other organizations in reference to the river.

Lionel feels the RSC should play a role in the TMP that is currently being updated. Lionel asked Kristen Murphy to chair a group in reviewing the TMP. And asked Rod Bourdon to assist Kristen. Lionel put out on the table the idea of the RSC having a separate chapter.

Lionel asked if there is any follow up with the PREP briefing by Derek Sowers.

**7. Public Comment:**

None

**8. Adjourn the Meeting:**

The meeting was adjourned at 10:18 a.m. The next meeting was set for Thursday, July 7, 2011 at 9:00 a.m. in the Nowak Room of the Town Office.

Respectfully Submitted,

Grace Rogers  
Public Works Office Manager