

Draft Minutes

**Exeter Board of Selectmen**

October 10, 2016

**1. Call Meeting to Order**

Chairman Dan Chartrand called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Julie Gilman, Selectman Don Clement, Selectwoman Nancy Belanger and Selectwoman Anne Surman. Town Manager Russell Dean was also present.

Chair Chartrand started with a moment of silence for Walter Dow and Jack Beaton.

**2. Public Comment**

Gerry Hamel said he was at the transfer station last weekend and feels fortunate to have the large piece of land to use for it. He said different towns utilize their land better and make money. He thinks Exeter should explore what more can be done at the transfer station for recycling. He suggested maybe a building to house items that have been dropped at the station for those who want or need them and get them at a cheap cost. He suggested it be open for longer hours.

Christine Soutter said Brickyard Park is a great area but has a narrow road. She said the town should look into whatever is safest when deciding how the road will be widened. She thinks continuing the sidewalk is a great idea. She stressed safety as there are many small children in that area.

**3. Minutes and Proclamations**

**a. Proclamations/Recognitions.**

There were no proclamations or recognitions.

**b. Minutes: Regular Meeting: September 26, 2016**

**Motion:** A Motion was made by Selectwoman Surman and seconded by Vice Chair Gilman to approve the minutes of the September 26, 2016 BOS meeting, as presented. Motion carried –all in favor.

**4. Appointments**

There were no appointments.

## 5. Discussion/Action Items

### **a) Stratham Water Extension Request**

**Motion:** A Motion was made by Chair Chartrand and seconded by Selectwoman Belanger to task the Town Manager with negotiating an intermunicipal water agreement with Stratham at the former Gibbs gas station site, and then bring it back to the Board to approve or reject.

Chair Chartrand said he was going to move to the Board first, then take public comment. Selectman Clement suggested they hear from the public first.

Marty Wool spoke first. He is from Stratham, but is an Exeter tax payer.

**Motion:** A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to allow any folks from Stratham who want to speak on this particular topic to be allowed to speak. Motion carried – all in favor.

Mr. Wool commended the Board for a job well done downtown. He said the sidewalks and roadway look fantastic. He went on to say that Exeter negotiated a water agreement with Stratham which was heavily defeated by Stratham. He asked if that makes the agreement nullified. Mr. Dean said there are three chances for Stratham to pass it. Mr. Wool asked if Mr. Canada's request for water at the Gibbs station is an amendment to that agreement or a separate agreement. Chair Chartrand said that is a hypothetical question because there is nothing in place. He said, however, that his would be a separate agreement if it passed. Mr. Wool asked if Mr. Canada came to the Exeter BOS as a Stratham Selectman or a citizen. Chair Chartrand said he thought he was representing the Stratham BOS. Mr. Wool said in the Stratham BOS minutes there was no public vote to pursue this agreement.

Richard Sweat, from Stratham, said his property abuts Exeter at Sterling Hills. He said he's looked at the application Stratham made and the purpose is to put water at the Gibbs station at a cost of \$1,038,000. He doesn't believe this is money is an effective use of funds. He said based on water meter readings of similar properties in the area, water usage could be at 30,000 gallons per year. He wondered why public money should be spent on private property. He said the developer came to the Board on August 8 and said he doesn't need Exeter's water because he owns property behind the Gibbs property. He said the developer could also drill a well. He thinks the taxpayers of Stratham will question this.

Gerry Hamel said he is not in favor of this for a lot of the same reasons. He said the town has not exercised what was supposed to be done on some older agreements, like

Stoneybrook. He said that is too much money for one line and the return of money will be insignificant.

Chair Chartrand brought the discussion back to the Board.

Selectwoman Surman agreed with Mr. Wool's comments. She said they voted on an amendment from Mr. Canada and it was a 2-3 vote, failing it. She said the terms of the agreement sign with the Selectboard of Stratham asked for \$2 million to begin with and deals with a scope. She said it is not this isolated business. She doesn't know if she wants to task the Town Manager to do this.

Chair Chartrand said he brought this back for a few reasons. First, the Water/Sewer Advisory Committee recommends this. Second, he ran twice for the BOS with the idea of regionalization. Third, Exeter is building a wastewater treatment plant and should advocate the scaling up of the system to lower rates. He thinks this is a good idea.

Selectwoman Belanger said they do have an agreement with Stratham which is separate from the Gibbs issue. She thinks regionalization is a good idea.

Selectman Clement said the Water/Sewer Committee never took a vote on an agreement with Stratham. He said they had a discussion, but never a formal vote. Chair Chartrand said he sat with the Water/Sewer Committee and every member at the meeting was in favor of this. Selectman Clement said it requires a vote at a public meeting.

Selectman Clement said this is not regionalization as it's one site. He said they sat together and had a formal signing of the first agreement. He said this is only the best interest of this one site. He doesn't think this is the way to approach this. He said the town has an obligation if they provide water to another municipality. It must meet clean water standards. He said Exeter would be in violation to sell its own water. He said adding water to one site is not adding a benefit to the Exeter ratepayers.

Vice Chair Gilman said a couple things concerned her like the idea of mission creep. She said she does support the idea of regionalization though.

Chair Chartrand said if you look at this in isolation, it is not a good step. But he said this is a step to a wider plan because regionalization makes sense.

Chair Chartrand called the vote on his prior Motion. Motion failed with a 2-3 vote. Selectman Clement, Selectwoman Surman, and Vice Chair Gilman voted nay.

**Motion:** A Motion was made by Selectwoman Surman and seconded by Selectman Clement to cease discussion on the Stratham water agreement until the Town of Stratham

approves the terms of the agreement that was signed by the BOS in both the towns of Stratham and Exeter. Selectwoman Belanger said she has an issue with this being the second time in two meetings the Board wants to stop a conversation. Chair Chartrand agreed and said it is the point of town government to have conversations. Selectwoman Surman read the Motion from the last BOS meeting and said it doesn't say to cease conversations. Vice Chair Gilman said in the contract with Stratham there is a negotiation clause. Chair Chartrand called the vote. 2-3 vote, motion fails.

### **b) Recreation Park Project Update/Naming Rights**

Mr. Dean said one project in the CIP for consideration is the rec park project. Mike Favreau was present to talk about the notion of naming rights. Mr. Dean said it has happened in NH and he feels it is possible for this kind of a project.

Mr. Favreau, Parks & Rec Director, had two updates. One was he already filed an application with the State looking for a \$200,000 grant. The next was on the schematic there was not a lot that could be done. He said he set things up the best he could. He said there is a current lease on the land the playground is currently on which goes until 2021 with a company in Philadelphia. He said they are fine with the current agreement, but they could decide to not lease the property anymore. The new playground is \$225,000. Mr. Favreau has taken out the concession stand and bathhouse and put the playground in that spot. He got approval from the Philadelphia company to parking in the area the playground is currently in. So, he said in say 2023 if they leasing company doesn't want to lease to the town, the town will not lose its playground.

Next, Mr. Favreau went on to naming rights. He said he has done the application for a grant. Naming rights are not allowable under the town's policy. They need to be approved by the BOS before an RFP goes out.

Selectman Clement said on the plan Mr. Favreau has added additional parking off Wayside Drive. Mr. Favreau said he thinks there is room out there for 10 spaces.

Selectwoman Surman asked how naming rights work. Mr. Favreau said they would have to negotiate and gave some examples like in Claremont. Selectwoman Surman asked if anyone is interested yet. Mr. Favreau said not yet, as he wanted to tell the BOS first.

Selectman Clement said it is important to look at all the details and make sure other entities have a copy of Exeter's policy.

Mr. Dean said a good example is the Claremont example.

Mr. Favreau will prepare an RFP based on the conversation.

### **c) Epping Road TIF – King/Monehan Property**

Mr. Dean said this parcel has been the focal point in the TIF district. He said going back to March, there was a lot of discussion about this parcel. He said one interesting thing someone asked is what could be done on this property commercially. He began thinking about this and one thing about the parcel is they do not have a comprehensive analysis on it.

Chair Chartrand said he was at the EDSP session and became concerned about an initial proposal with a \$8 million development, which is much less than anticipated. He said he would love the Town Planner to do an analysis.

Selectman Clement said Mr. Monehan presented to the EDSP session and gave a broad plan of what he could do. He said the goal is to expand the commercial tax base.

Christine Soutter, Exeter resident, said it is a great idea for the Town Planner to give an analysis. She said there is no sense in talking about land that is not developable.

Christine Hardy, Exeter resident, said more residential units are needed in Exeter that are affordable.

Vice Chair Gilman said she sees this a spot zoning and thinks an analysis can serve other purposes.

Selectwoman Belanger is for the Town Planner doing an analysis. She said this is a unique piece of land and an analysis could help educate the public on it.

The Town Planner will move ahead with the analysis.

### **d) 2016 Riverwoods Tax Agreement**

Mr. Dean had The Woods, The Ridge, and The Boulders tax agreements which he said have no changes over prior year. Riverwoods is asking for the Board's approval. These agreements lay out the methodology of how Riverwoods pays taxes. Riverwoods is the top tax payer in Exeter.

**Motion:** A Motion was made by Selectwoman Belanger and seconded by Selectman Clement that the Board accept the Riverwoods agreement, as presented, for The Woods. Motion carried – all in favor.

**Motion:** A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to accept the agreement of The Ridge at the Riverwoods Company, as presented. Motion carried- all in favor.

**Motion:** A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to accept the agreement for The Boulders at Riverwoods Company, as presented. Motion carried – all in favor.

**e) 2016 MS1 Review**

Mr. Dean said the MS1 is complete. He said the main point about this is the net taxable value for the town is up 2% over last year. The new number is \$1,696,035,282. He said he's seen upticks in residential values. There is new growth this year adding to the above figure. His only other comment is the town just exceeded the value it had in the peak year of 2006 for the first time in a decade. New revenue was generated from the TIF this year. He said it was a good year for valuation.

Selectman Clement said residential values increased, but commercial/industrial didn't have such a large increase. He asked of that increase how much was in the TIF. Mr. Dean said the TIF is separated out. Selectman Clement asked where the TIF revenue goes. Mr. Dean said it is put in a separate account and it will go toward expenses related to the TIF.

**f) 2016 Fund Balance Discussion**

Mr. Dean said the General Fund balance from the audit report is at \$3.1 million. He said the gap space limit is \$2 million. He said he tries to keep the level of reserve at 5% level, based on a calculation including different appropriations. He said the town needs to keep enough money on hand to make some payments including schools and account for taxes paid after December 31<sup>st</sup>.

Mr. Dean said based on the 5% figures, it is recommended an application of \$600,000 be used this year to lower the tax rate. If it is approved, it is projected a municipal rate of \$7.14 per \$1000 will be which is a 25 cents per \$1000 reduction from the current rate.

Selectman Clement asked what the total undesignated fund balance is. Mr. Dean said it is in the packet on page 42 from the audit report. The balance is \$3.16 million.

**Motion:** A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to apply \$600,000 of the undesignated fund balance to be used to lower the tax rate. Motion carried – all in favor.

**g) 2016 School Impact Fees Release**

Mr. Dean said this money is marked for schools. The law requires the Board to approve this. The actual number is \$98,800 and there is a spreadsheet in the packet that lays out the ins and outs of where things have been coming in and what projects are related to.

**Motion:** A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger for the Board to release a total of \$98,800 in school impact fees in the amounts of \$49,400 to local schools and \$49,400 to Exeter Cooperative Schools. Motion carried – all in favor.

**h) Water Restrictions Ordinance: Third Reading**

**Motion:** A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to open public hearing on water use restrictions ordinance. Motion carried – all in favor.

Chair Chartrand asked for any further comments, of which there were none.

**Motion:** A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to close public hearing. Motion carried –all in favor.

Selectman Clement asked who does the collecting and serving of fines if need be. Mr. Dean said his plan is to enforce through the Police Department.

Mr. Dean said per policy, this ordinance will be effective one week from today.

**Motion:** A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman that the Board adopts the amended water use restrictions, Chapter 16 Water Service Regulations, effective one week from today, October 10. Motion carried – all in favor.

**i) Map 49, Lot 12 Purchase**

Chair Chartrand said this is the Carr property and they need a Motion to approve the purchase.

**Motion:** A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman that the Board approve the purchase of map 49, lot 12 in the amount of \$24,000. Motion carried – all in favor.

**j) Police Grants**

Mr. Dean said Chief Shupe has applied for and been notified that the town has been accepted for \$20,286.30 in grants which will be applied in 2017 for addition DWI enforcement. Details are in the packet.

Chair Chartrand asked for any questions or comments.

Selectwoman Belanger asked about the equipment grant and where the other half comes from. Mr. Dean said it comes from the police budget.

**Motion:** A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to accept the grants for 2017, as listed in the 10/10/16 memo, in the amount of \$20,286.30 for various grants for police work. Motion carried – all in favor.

## **6. Regular Business**

### **a. Tax, Water/Sewer Abatements & Exemptions**

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve a Yield Tax refund for map 71, lot 119, in the amount of \$1505.91. Motion carried – all in favor.

### **b. Permits & Approvals**

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the Application for Use of Town Facility, specifically the Town Hall main floor, by James Dupree for March 24-25, 2017.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the Application for Use of Town Facility, specifically the Town Hall main floor, by Carol Murray of the Boy Scouts of America on November 4-5, 2016. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the Application for Use of Town Facility, specifically the bandstand and two parking spaces, by Lucia Savage of the Exeter Assembly of IORG Masonic Temple on October 18, 2016.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the Application for Use of Town Facility, specifically the Town Hall and bandstand, by Scott Ruffner of the Exeter Arts Committee on May 20-21, 2017. Motion carried – all in favor.

Vice Chair Gilman said the new town website has a calendar with all the meetings and other random non-municipal things like the Farmer's Market. She wondered if the applications could be added to that calendar to help show people what's going on. Mr. Dean said he would look into it. Selectman Clement suggested a separate calendar for this. Vice Chair Gilman said she didn't want to have to look at different calendars.

A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to allow the Daughters of American Revolution, Exeter Chapter, to perform a day of service cleaning up Winter Street Cemetery on October 15 from 10am-2pm. Rain date October 16. Motion carried – all in favor.



A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the Resolution as presented dated September 12, 2016 for Master Lease/Purchase Agreement on the 2017 dump truck. Motion carried – all in favor.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to place a 1990 Bobcat Mower to surplus. Motion carried – all in favor.

### **c. Town Manager's Report**

Mr. Dean reported on the following:

- last BOS meeting he was in Kansas City for the ICMA Conference. He said it was a good conference with heavy leverage on technology. He said it was interesting to see the demographic changes and now millennials are the leading demographic in the workforce.
- budget subcommittee meetings are underway
- Kingston Road project
- an access road proposal needed for the wastewater facility
- speed limit on Allen Street. Met with Chief Shupe to talk about speed limit identification
- DPW water intake work complete lowering the intake on the Exeter River

### **d. Selectmen's Committee Reports**

Selectman Clement reported Exeter Squamscott River Local Advisory Committee meeting where they reviewed applications. He also attended the Kingston Road meeting which he said was an interesting meeting. He has a Planning Board meeting Thursday and an RPC meeting Wednesday. Hazardous Waste Day is Saturday from 8-1.

Selectwoman Surman reported meetings about the access road referenced in a letter in correspondence. She said the trustees met this morning and came up with an alternative.

Vice Chair Gilman reported Winter Street Cemetery tour by Land & Community Investment folks who made a recommendation to get sheep for the grass. She also said the Historic District Commission was awarded a grant to update guidelines.

Selectwoman Belanger reported the all-day BRC meeting is coming up on the 21<sup>st</sup>.

Chair Chartrand forwent his report.

#### **e. Correspondence**

The following correspondence were included in the packet:

- letter from Ben Anderson
- letter from Mike Jeffers
- letter from Exeter Fire Department
- memo from Jen Mates
- info on Hazardous Waste Day
- flyer about Lincoln Street Arts Festival
- Brentwood Planning Board abutters notice
- letter to Jonathan Shafmaster regarding a wetlands permit application

#### **7. Review Board Calendar**

The BOS next meeting is 10/24/16. Budget Recommendations Committee meetings are on the following dates: 10/21, 10/26, 11/2, 11/7, 11/10, 11/16, 11/22.

#### **8. Non-Public Session**

None.

#### **9. Adjournment**

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:42pm. Motion carried – all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary