

Draft Minutes

**Exeter Board of Selectman**

January 3, 2017

**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 and Clerk Nancy Belanger and Selectwoman Anne Surman. Town Manager Russell Dean was also present.

**2. Remembrance**

Over the past ten days, Exeter has lost citizens that contributed immensely to the town. The first is Harry Thayer, who was a giant in this town. He was instrumental member of the fire department and he belonged to 36 civic organizations over the course of his involvement in town. A moment of silence was held in his honor.

Another citizen who passed this week was a member of the downtown merchant group, Chris Moutis has passed away. Selectman Chartrand called on Jay to memorialize Mr. Moutis from the podium. Chris served Exeter in many capacities, he worked at the Exeter Inn and owned two local restaurants. He also served on the Chamber of Boards, he expanded holiday decorations in the early 90's. He led the water street restoration project, and he was an active member of the Exeter crime line and worked on the town budget committee. Jay requested the Selectman draft a proclamation to remember Mr. Moutis. A moment of silence was held for Mr. Moutis.

George Sturgis a long-time employee of the Public Works department also passed away recently, Jennifer Perry, Director of the DPW memorialized him from the podium. Ms. Perry explained he was also employed at the Exeter Fire Department, for a total of over 40 years of working for the town. A moment of silence was held for Mr. Sturgis.

**3. Public Comment**

Mike Dawley, 10 Hunter Place, about a year and a half ago they hired a consultant and delayed hiring a planner for another 4 months. What was done with this report from this consultant since it was costly. Selectman Chartrand explained that this report is constantly being used by the Town Manager and the new planner. This plots the course of the Planning Department going forward. There is a letter in the packet tonight from an applicant that was so impressed with the Planning Department he notified them. Mr. Dawley also said they had been working for a couple years on the economic development strategic plan and he wanted to know what the status was on this. Selectman Chartrand explained that he should go to a meeting with Economic Development Commission. Selectman Clement went back the last time Mr. Dawley asked this and reviewed it. He said there were a lot of recommendations to the Board that they have not totally reviewed and discussed and decided to move forward with this. They should review this and take time at a future meeting to discuss this. Selectman Clement felt that the Economic Development Director should present this to the Selectman, and that Mr. Dawley shouldn't have to attend that meeting to get this information.

Brian Griset, 26 Cullen Way, on the agenda, they have approval of minutes for the 19<sup>th</sup> and 27<sup>th</sup>. These were not contained in the packet but the minutes pertain to items on the agenda this night and he would like to be able to review these. Selectman Chartrand explained the minutes were not ready when the packet was created, but they will be at the next meeting. They will not be voted on tonight.

#### **4. Minutes and Proclamations**

There are no proclamations for tonight, and the December 19<sup>th</sup> and 27<sup>th</sup> minutes will be held off on until the next meeting.

#### **5. Approval of Minutes**

Selectwoman Gilman explained in a nonpublic session they voted to seal minutes but since the matter has been resolved she would like to make a motion to unseal those minutes.

**MOTION:** Selectwoman Gilman moved to unseal the nonpublic minutes from November 14 and December 19, Selectman Clement seconded. The motion passed unanimously, 5-0.

#### **6. Appointments**

There were no appointments.

#### **7. Discussion/Action Items**

##### **a. Contract Extension for the Town Manager**

Selectman Chartrand explained that the Town Manager had been working without a contract since 2012 and he had made it a goal to get a contract extension signed. This has been completed and signed with a seven-year contract extension. This is important because Mr. Dean is doing a great job, and having him for more time is great for Exeter. Mr. Dean has a great sense of long term and is committed to citizen participation in municipal government. There are copies of the contract online on the website and anyone in attendance tonight could request a copy if they were interested. Selectwoman Surman said it was unfortunate that all the discussion had to be done in nonpublic sessions, she does feel elements could have been brought to the meetings for discussion. She wanted to take this opportunity to state her concerns with this contract, because she is not in favor of this how it is written. She does not feel that a contract should be weighted more favorably for one party versus another. Her opinion is this contract is heavily weighted in favor of the town manager. This has nothing to do with the Town Manager it is about the contract. In particular, there are problematic sections that she would like to read, she brought up her concerns in the sessions but the majority of the Board had no concerns with these pieces. First, section 2 the term is too long. It should be for between 3 and 5 years. Also, the severance pay is too long and it has no cap. Also, in section 3 it is rare and not normally put in but is in this contract. A 4-vote majority in the event of dismissal. Even the town counsel said this was unusual. What she would like to move to rescind the vote that was taken and revisit this. She would move also to change section 3b to read as follows "A 3 vote majority out of 5 votes of the Board of Selectmen to terminate the town manager without cause" then she would move to approve the contract as amended.

**MOTION:** Selectwoman Surman moved to rescind the previous vote on the Town Managers' Contract, Selectman Clement seconded. The motion failed 2-3.

Discussion: Selectman Clement stated he also did not vote for this contract because of the issues that were brought up by Selectman Surman plus a couple of others. Overall, he finds that issuing a long-term contract for the town manager was a good thing. He just felt some things went too far in the Town Managers favor.

The Town manager, Russ just wanted to say thank you to everyone and that he looks forward to serving the town. Selectman Chartrand wanted to explain that the portion of the contract that involves terminating the town manager without cause, there is a severance pay clause that kicks in and there is also a super majority to do that without cause. In a firing with cause those features do not apply.

Brian Griset: After reviewing the contract online, he has some comments. He wonders what happened to the will of the people, in 2010 a warrant article was passed specifically related to a multiyear contract for the town manager. Which he was working under until this vote. He feels it is incorrect to state that he was working without a contract, the one voted on at town meeting was for 3 years and renewed annually so this was in full force and effect. Warrant article 44 from 2010 strictly prohibited the Selectman signing agreements for town manager position that were multiyear and only through approval of citizens at town meeting could this be approved. The Selectman have acted contrary to this article. If this has been on the warrant tonight he would understand, but it is not there. He does not feel that the contract needed to be amended. He is also not in favor of the terminating section of this contract as it is too narrow. The second thing he has a problem with is going to a 4-1 vote, Selectwoman Surman is correct this is unusual and unheard of. What is the motivation for this? He also has a problem with the seven-year contract, it is contrary to the voters of Exeter requested six years ago, he feels that the vote that was taken on this contract was illegal, because it must be done in public session not nonpublic session. He asks that this either be placed on the warrant or let the existing legal contract continue. This cannot be any other way. Selectman Chartrand explained they consulted with legal counsel on Article 44 from 2010 and he pointed out that the drafting of that language was not in keeping with the RSA. It has a narrow impact on the town managers contract and compensation but that it does not prevent the Selectman from approving. In regards to the 4-1 vote, we felt very strongly that we wanted to provide the security to the excellent town manager that would provide and it passed. Brian Griset in response to this comment, they have tied the hands of future Selectboards. They have voted to take away the rights of future boards. He cannot accept the justification of this. He recommends they put it on the warrant and would like them to release the legal opinion to the citizens. Selectman Chartrand said he would talk to counsel and get back to him.

Mike Dawley, 10 Hunter Place, wanted to say that this is disappointing, his question is in general, if a town has such a good town manager why do they have to go out of their way to get a super majority for a vote. Has there ever been a vote to get rid of a town manager in town previously? His last point is did we follow the lead of another town, or are we a trail blazer on this type of contract. Selectman Chartrand said there are other examples of this, but it is uncommon. This Selectboard has seen things differently along the way, and there was a sense that to let go of a town manager of Russ's caliber without cause with a 3-2 vote was not appropriate. Mr. Dawley did not agree it was appropriate, he felt the system should work the way it was supposed to.

Gerry Hamel, Little Pine Lane, read the contract and wanted to say his biggest concern is that the contract should be in favor of both parties and what really bothers him is that if he decides to leave because he has a better offer he can leave quickly and leave the town in jeopardy. He would have like to have seen 6-9 months on that end instead of two months. Obviously, this favors one side and not both

parties, this has nothing against Russ it's just basic contract. He really feels we lost a lot on this and it should be rescinded and it should be going back to the one year that we had.

Selectman Chartrand said part of what drove this is that the Town Manager wanted to be assured and his family assured that they would be staying around for a while. His children will be attending Exeter schools through the end of their high school years. He didn't ask for a raise outside of what he receives as part of the non union pay plan. He wanted to receive some security and decided to forego additional pay. Selectman Chartrand feels there are benefits to the town on this.

Nelson Lourenco, LaPerle Ave said he has not read the contract and he only knows the surface details but his question is how long did the negotiations span and whether there was any back and forth or if it was completed in a single session. Selectman Chartrand explained that this was not done in a single session but a span of around 5 sessions over October-December. Prior to this the vice chair and himself met to draft a contract which took one to two months. It has also been reviewed by the town labor counsel and town counsel.

Selectwoman Gilman wanted to speak to the firing without cause and the 4-1 majority vote. The firing without cause, firing without cause means that an employee could come back and sue the town. She felt that we didn't want that to happen and she didn't want to pin it on one person. This was her prime reason for supporting this. The attitude of the Board towards each other, she also saw being a problem and thought the 4-1 vote on this was important. Selectwoman Surman felt that this should be voted on in public, that they had decided it would be discussed in nonpublic but voted on in public session. She is mystified why this was not voted on in public meeting. She asked the Chair to respond to this.

Selectman Chartrand explained that because there were aspects of this that were about compensation and reputation that it was important to do the vote in nonpublic session. Selectwoman Surman said this didn't make much sense, the discussion should have been in nonpublic but the vote public. Selectman Chartrand explained that the advice he was given was that this should have been done in nonpublic session. Selectwoman Surman wanted it to be on the record that she has a problem with how this vote was done, the vote should have occurred in public session. Selectman Clement wanted to comment that he would strongly urge that when a chair decides it really should be a Board decision. He gets apprehensive that the chair makes the decision and then tells the Board what that is. He wants to monitor and watch how we do that in the future. He doesn't see the reasoning the way Selectwoman Gilman explained it, he feels it's 3 yes make the decision.

Jay Childs, Hunter Place, has not read the contract yet but his main issue is that it sounds strategic and it sounds to him like a political loss of good faith. We are writing policy based on current climate of the Board and not the balance. That and the nonpublic nature he finds odd. They should work to restore the sense they are operating in good faith and not modify things to fit the existing climate. Selectman Chartrand said they always planned to be very transparent when this was brought out of nonpublic session, they did a press release and discussed it at length this meeting. There were no attempts to do this behind the scenes and keep it there. Mr. Childs said it does appear that true transparency would be having a vote on this and that is where the change seems to be.

Gerry Hamel Little Pine Lane, quick clarification on the statement that the town manager did not ask for any additional money, that he has received raises of about \$25,000 in the past six years. Money was not the issue in this thing and the other issues were. Selectman Chartrand explained many of the salaries on the seacoast are higher than what our town manager is currently receiving and Mr. Hamel responded

that some of them are lower too, but he is not questioning his pay it's just the way the contract was written.

Paul Nicholson, 2 Amberwood Drive, he is not in favor of the seven-year extension, somehow, they got from 3 to 1 to 7. Many people in the audience would love a seven-year guarantee in life unfortunately that's not how life works. Keeping kids in school district going forward is not good enough reason to add seven years to a contract. It seems to him that the seven years was reached on one reason only and will this become a benchmark for other contracts. Selectman Chartrand explained that this was not why that decision was made, the town manager traded more money for security. Mr. Nicholson still felt this was too long of a time for a contract extension.

Mile Dawley, 10 Hunter Way wanted to say that he felt it would have been nice for all the public comments to have been heard prior to the Boards vote.

David Priestly, 8 Cullen Way wanted to comment on the public vote because this is a core part of the civics. He does not feel that they gained anything by doing this in private. He is not actively involved in town government or followed this much, he did not even know his neighbor was a selectwoman but it was clear to him that this was an issue with the Board. Selectman Chartrand explained that he felt it was difficult to separate the vote from the discussion which was why the vote was done privately.

Russ said it was very typical in a town this size for the negotiations to be done with the Board of Selectmen and this is his third contract with Exeter. He is very happy to serve and is glad for the progress they have made over the years.

#### **b. FY17 Budget: MS4 and Dam Removal**

These are items that were deferred from the last meeting, Selectman Clement raised the MS4 and the dam removal items as items they would like to discuss. Jennifer Perry the Director of Public Works appeared before the Board to answer questions. Selectman Clement MS4 in the budget is \$80,000 dollars and his understanding is that the EPA has not issued the final permit yet. They were due to issue it this month. Ms. Perry confirmed she had heard January and no specific date in the month. Selectman Clement then went on to say that he had heard it would not go into effect until July 2018 to give the town time to ramp up to it. Because of this he did not feel they needed to allocate the total amount of money to the MS4 budget in 2017. They had appropriated money in the 2016 budget so he thinks they have time and room to proceed with the requirements and save some money from this budget. He would like to reduce it to \$60,000 and that would be his motion. Ms. Perry explained the budget recommendation on this, this is a regulation that has been proposed and the latest and best information is that the federal register will contain the final storm water regulations for NH this month. Implementation would be a prolonged period, of about a year and a half. This is a longer roll out period then discussed in the past, the original request for the department and budget was for \$80,000 annual expenditure level for the first year and probably the second year. As we get into the full weight of this regulation we are going to be discovering things about our current system that could require costly and immediate repairs. All things considered with the extended roll out period they do believe they can continue the work this year for \$60,000 for FY17. There has been a lot of work done late this fall on this using up the 2016 budget that was allocated.

**MOTION:** Selectman Clement moved to reduce line item 5446 to \$60,000, Selectwoman Surman seconded. The motion passed unanimously.

Selectman Chartrand appreciates reducing the taxpayer obligation on this but he thinks that the way they approve the budget doesn't allow them to turn on the dime. The argument given at the budget hearings was that they needed to act on these items now and be ready. He is going to vote no on this motion respectfully, he feels the budget recommendation committee got this into the right range.

Bob Kelly, 59 Columbus Avenue is a member of the Budget recommendation committee and he supports Selectman Clements efforts to reduce the amount. His recollection of the conversation is that there was a lot of angst on the committee about this. They had a lot of problem with the amount because they were funding the unknown. They have been doing a lot of work in town and he would like the Board to think about this since we do not even know what the final regulations from the EPA will be. Selectwoman Surman said this is an item that is a mysterious thing, we know a bill is going to come but we don't know what it will be. She agrees with Selectman Clement that since we don't know the final ruling yet she supports the lower amount. Ms. Perry said they have a good sense of what will be included, and they have a detailed list of what needs to be done this fiscal year. She would be uncomfortable with anything less than \$60,000. She needs to emphasize the out year; this number will significantly increase. Selectman Chartrand said that statement causes him to change his mind on voting against this.

Selectman Clement went on to the next item, line item 4245 on the highway budget. Selectman Clement said originally this was going to be a warrant article for \$120,000. There were three items included, letter of map revision, river monitoring and the work required to complete the Historical Resources section 106. The budget committee after discussion recommended not to make this a warrant article but to set aside \$80,000 for this. His purpose is to break this back out, every year for the next 3 years they can put \$10,000 into the budget for the river monitoring. The work for section 106 was about \$40,000 and they have 3 years to complete this and done year has been done. His intent here is to put \$20,000 in this budget and the rest in next years. Then he would like to have an intense review of the flood plain with the dam removal and put that back as a warrant article for \$60,000.

Ms. Perry said this is a confusing item, her latest revision from budgeting was that in dam maintenance line item 4335 the latest proposal was for \$14,200 which includes traditionally the \$4,200 for dam maintenance needs, the additional amount was to do additional elevation survey and breach analysis at Pickpocket Dam. The analysis is complete that has not been issued and is being reviewed as a draft by the department. They preliminary findings are they must do additional spot elevation breach analysis. She doesn't have anywhere else in the budget notes where any of the Great Dam items are included. The split as discussed at previous budget meetings was discussed at length. Selectman Clement said this was all put in as lump sum and he is only talking about \$41,000 for dam upgrades. Selectman Chartrand felt the money should remain intact this year. He would like to see this remain in this fiscal year.

Brian Griset asked for clarification in regards to submission of the revision on mapping of the river, is that being pushed off. It was confirmed it was being phased per the budget committee. Selectman Clement said that this needed to be submitted to FEMA so it would need to be contracted out. Brian felt this should be placed as a warrant article for the full amount or in his mind leave it as a line item fully funded. For two reasons, they will be using outside contractors for this. Those revisions and the change in the flood insurance rates of 300-400% in some cases and impact several entities in the town. They will need to pay for this, phasing this out they are paying for insurance. He doesn't feel this should be phased. Town Manager Dean made comments on the FEMA maps, they have not been finalized. The last correspondence they received mentioned that because of a challenge the maps were delayed. They still

must do the work, they have not been freed of this but to make this information known. Jennifer wanted to make the point that the flood maps are separate from the other maps. There is a requirement for the community to submit the LOMR within six months of final information becoming available. The longer we take to complete this work, the chance increases that this will become more expensive. Selectman Chartrand asked DPW how they would like to see this proceed. Jennifer explained that the original request was for \$120,000 but some of this money was inadvertently included, and didn't need to be in there. Not everything was put into the budget and she does not believe there is a number in the budget that reflects the Great Dam obligations. Selectman Clement had concerned about how this amount is put into the budget, it would dictate how this money would be spent. His motion would put the LOMAR as a separate warrant article. Selectwoman Belanger wondered if they had ever had this problem before, where a select department were aware of the intent of the money and did not use it for what it was intended for. Selectman Clement said he did not think any department had one line item that contained the money for 3 separate projects. Selectwoman Belanger asked if we trusted the department and felt they would handle this properly. Selectman Chartrand felt that they could be trusted and asked Selectman Clements to make his motion.

**MOTION:** Selectman Clemente moved to reduce 4345-line item to \$44,000 and Selectwoman Surman seconded. The motion failed by 2-3 vote.

Selectman Chartrand is against this, he would like to see section 106 fully funded. Selectwoman Belanger wanted to clarification on the numbers and this was provided. Selectman Chartrand asked if there was interest on the Board to fully fund this line item by adding \$30,000 to it.

**MOTION:** Selectman Chartrand moved to add \$30,000 to fully fund the LOMR in 2017, Selectwoman Belanger seconded. The motion passed 3-2.

Selectwoman Surman would like to know why this is not 3 separate line items, why are we just giving them a big pile of money. It would have been simpler if it was 3 line items. She feels that what Selectman Clement came up with was not a bad idea. Selectman Clement questioned if this motion would make this line item \$124,000 and this was confirmed.

### **c. FY17 Bonds and Warrant Articles**

Selectman Chartrand asked Town Manager Dean to walk the Board through this. Mr. Dean explained that at the Planning Board discussed this the previous week and one was held off on because wording needed to be adjusted. The first was Lincoln Street area improvements, the second was Court Street Bridge culvert project and the third is a TTHM project to get us into compliance with the new regulations. The bond hearing is scheduled for January 17<sup>th</sup>. Selectman Clement had a question about the Court Street project, the general fund was going to be 45,000 to the water fund for this project. Jennifer said there is a water main replacement component to this project. Selectman Clement asked if the water users should be charged for this work, Jennifer said there is also a size increase associated with this replacement. It is 50-60 years old currently. Selectman Clement would also like to see a breakdown of the Lincoln Street project at another meeting. Mr. Dean referred people to the town website for the capital improvement attachment located there.

Brian Griset 26 Cullen Way would also like a breakdown on the Lincoln Street improvements, and he also saw that Daniel and Tremont streets were left out of previous bond but were included in this one because of that. This was confirmed. For the water main replacement will this also help the hydraulics for the tower. Jennifer confirmed this would be part of that. Brian also has a philosophical issue with the

\$1.5 million for the TTHM issues. In speaking with the water and sewer department, and during these discussions he raised the question that \$1.5 million is to solve a problem at the old plant. The problem is with the surface water plant and not the ground water treatment plant and he feels this is a lot of money to spend on an old antiquated plant. Jennifer explained that the town has invested a lot in the drinking water supply, and one piece of focus has been the groundwater treatment plant. There is space for additional capacity but it does take a fair amount of time for new ground water development. They are realistically looking at their year period for permit approvals and testing. Unfortunately, the town has been out of compliance for several years and the state is not going to condone another few years to complete development. The surface water treatment plant is an important aspect of the supply. The short-term improvement of the surface water plant has always been part of the plan. There is still a lot of work to be done going forward on the water supply.

Mr. Dean moved onto the special articles, he asked Jennifer to explain the staircase replacement, because there is a lot more to it than this. The ballpark estimate on this project at roughly \$132,000 so a conversation is required on this piece. He wanted to stress they do not have a sealed bid, this is based on estimates they have received. Jennifer explained one of the challenges of this project, is the removing of the stairs was a serious concern to the fire department so they need to do this all in one year. It isn't a bid number, they won't have that number unless the warrant article is approved. Selectman Clement doesn't think it is a good idea to remove the fire escape on the outside of the building. Jennifer explained that there are two egresses from the balcony, but there are two means of egress. The cost associated with removal of exterior staircase was part of the maintenance list. It was separate but somewhat related. She doesn't believe this piece should be in the warrant article. Jennifer would recommend the warrant article get raised for \$140,000. Selectman Clement and Mr. Dean asked that this vote wait for the public hearings.

Brian Griset had comments on this, it has been on the ballot 3-4 times since he moved here and rejected so he is surprised to see this again. He is finding throughout the budget and warrants that projects are being divided between budget and warrant articles and he feels it should all be in the warrant. Brian had concerns about a promise from the Kingston Rd meetings, it was presented as a shoulder widening and sidewalks. It ended up that there are no sidewalks. It was requested by residents that if they don't build the sidewalks they should not do the bond. Selectman Clement explained there were options presented, the first did not include sidewalks and it went over budget by about \$80,000 and the second option was even more over budget and it included sidewalks. The third option included sidewalks down to Tamarind Lane. This is also a TAP grant so the federal government is in here, saying what we can do and how we can spend it. Mr. Dean wanted to clarify the Kingston Rd was \$750,000 and \$150,000 was funded by funds on hand and \$600,000 from federal grant.

Washington Street Waterline there is a proposal for entire project and so they are raising money for the design first and then coming back for the cost later.

The next two articles are customary articles on every year for the sick leave trust. The snow and Ice deficit fund, this is still being reconciled but they would like to bring in another \$50,000 in case of a worst case year. The highway department has a dump truck and back hoe lease purchase articles. These numbers have dropped a bit for these. In terms of scheduling, the budget hearing is January 17<sup>th</sup> and the town warrant needs to be posted on January 30<sup>th</sup>.



**d. Review Letter from Kensington BOS re: Fire Study**

Mr. Dean said that this letter was received about a week and a half ago. They are considering outsourcing fire to Exeter. They are asking for some hours from Exeter to talk about this study. This is the beginning of the process and nothing is committed yet. Selectman Clement asked why our fire department would have to be involved in a study of Kensington services. Kensington needs to figure out many figures prior to Exeter being able to comment. Mr. Dean responded that the towns around us don't know the stress they are feeling in regards to their public safety. Other towns have considered making arrangements with Exeter, because we are a big fish in a small pond. We have mutual aid with Kensington currently. Selectman Chartrand would like to consider how we can reduce costs between both communities. Selectman Clement said this how to be mutually beneficial to both towns, there is a big issue he would like to know is any of this sharing of services what is the impact to Exeter residents and structures. We don't have some rapid response or enough personnel now. How will this affect us, it should be Exeter first. Selectwoman Gilman said we shouldn't run the study but we should be actively involved. Kensington doing this study may give the answer on the safety pieces. Selectman Clement requested that Mr. Dean ask if other towns had been included in this letter. If so, maybe all the fire departments could put their heads together.

**e. CDBG Application: Avesta Housing**

Mr. Dean said this item is something where the CDBG grant world has been heating up. We have two requests on the table and in response to that the Economic Development department has considered these. They would like to see Avesta housing be supported by the board this time around. The Board must decide which one to support, preferably tonight. Selectwoman Gilman would like to know the scope of the projects. Darren Winham explained the Avesta project is the fourth and final building at the meeting place. The other dual project is the one in front of that. This would be mostly housing with commercial on the ground floor. This is the final piece to get a project completed. They have agreed to build a picnic area and a playground. In addition, they will place cameras in the lobby and the parking lot. It should be noted that applicants could go through the county or the town in NH. Selectman Chartrand asked why they wanted this project, Darren said it makes more sense to him to complete a long-term project. Selectman Gilman said when the project was beginning there was a mix for age restrictions but Darren wasn't sure about this. Selectman Clement said they had completed CDBG process before them. It was confirmed this was the case. Mr. Dean said we have done well with Avesta they have been super to work with and want to see that last phase of the project happen. There would be a public hearing piece to this as well on January 17<sup>th</sup>.

**MOTION:** Selectman Chartrand moved that it is the sense of this Board that we would like to support Avesta Housing CDBG request in the current round of funding. Selectwoman Gilman seconded. The motion passed 4-1.

**DISCUSSION:** Selectman Clement did not recall doing a motion for the others previously. They go through the public hearing part, and why is this different? It was explained this was different because there is more than one applicant but only one can go through the queue first.

**8. Regular Business**

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

There were none.

## **b. Permits & Approvals**

Selectwoman Belanger explained there was a fax request this afternoon, and the dates were not lining up. They started with the application in the packet.

**MOTION:** Selectwoman Belanger moved that they accept the request for the Band Stand only for the Town of Exeter Art & Music for April 7<sup>th</sup>, May 5<sup>th</sup> and June 2<sup>nd</sup> and September 1<sup>st</sup>. The town hall will be used for February 3<sup>rd</sup>, March 3<sup>rd</sup>, July 7<sup>th</sup>, August 4<sup>th</sup>, October 6<sup>th</sup> and November 3<sup>rd</sup>. Selectwoman Gilman seconded. The motion passed unanimously 5-0.

The fire department has requested to hold Mr. Sturgis funeral at town hall on January 13<sup>th</sup> but they need to double check that is accurate. Selectwoman said there is also nothing at Town Hall on January 12<sup>th</sup> and there was discussion on including both dates in the motion.

**MOTION:** Selectwoman Belanger moved that we accept the application for the use of town hall for the Exeter Fire Department for the funeral of George Sturgis for Friday January 13<sup>th</sup> from 10-2 and in the event, that that date is wrong that we reserve it for Thursday, January 12<sup>th</sup> 2017. Selectman Clement seconded. The motion passed unanimously 5-0.

The American Independence Museum would like surplus granite curbing to complete Governors Lane. There are some leftover granite pieces they could use. Selectman Clement wanted to be sure that this granite wouldn't be needed. Mr. Dean would consider this and confirm.

## **c. Town Managers Report**

There are a lot of year end items going on right now, they have been checking revenues and they do look good for 2016. They are \$100,000 over last year in EMS revenues, automobile registration was good as were building permits. The budget will have a surplus and they don't know how much yet, this will be finalized after year end bills are completed. The master plan, they are putting an advertisement on the trailer on Portsmouth Ave. There will be a big meeting on Wednesday, January 25<sup>th</sup> and they would like as many people to come out to this as possible. As part of that process, there is an All Boards Meeting on January 11<sup>th</sup>. Christmas Trees will be picked up beginning next Monday, January 9<sup>th</sup>. The monthly meeting of the down-easter committee is taking place in Exeter this month on January 19<sup>th</sup> at 11:00AM. The wastewater facility specification is out and they are scheduling bid openings rapidly in February.

## **d. Select Board Committee Reports**

Selectwoman Gilman said that the master plan steering committee met, and they did some ice breaking questions and work is moving on consultant has a lot to provide and the January 25<sup>th</sup> meeting is very important. They need to get each committee to talk amongst themselves and provide answers to a questionnaire.

Selectman Clement said the discussed the Rose Farm plan, and the planning Board approved the yield plan. This only determines how many houses can be built; the next step is the developers will come back with an open space plan. This will allow them to put 39 houses in the plan and a 10% bonus for the conservation. This means up to 42 houses.

Selectman Chartrand said there was an Economic Development Commission meeting and they talked a lot about the parcel that Tom Monahan has a purchase and sale agreement on. They reviewed a

wetlands report that was commissioned by Tom Monahan. It shows a significant lack of wetlands at the front of the parcel. They want to help Mr. Monahan move forward through the various Boards and Committees.

#### **e. Correspondence**

The first is a memo that Barb McEvoy sent out, containing the master plan questionnaire referenced by Selectwoman Gilman. Selectman Clement thought the consulting group would meet with the Board of Selectman one on one. That just hasn't been scheduled yet. The next item is a memo from Wendy Parker at Health Trust in regards to the ongoing conversation on fire fighter physicals. Mr. Dean was working with department heads on this, and what the status was on this item. The next item is an email from Katherine Mahoney to our Town Planner. The letter was read out loud as it was very complimentary to the Planning Department. Next there is a memo from the town of Pittsburg, they have concerns about the Northern Pass process and would like consideration given to writing a letter on this issue. The Board can review it, and think about it. There is also a letter from Ron Beaulieu a Certified Public Accountant requesting a chance to bid on the audit work for the town for the Board's review. The next is a letter to the Town Manager from Cliff Sinnott of RPC on setting regional transportation priorities and calling for projects. Selectman Clement said we review all these and have a special meeting on them.

#### **9. Review Board Calendar**

The next meeting is scheduled for Tuesday, January 17<sup>th</sup> which is the Bond and Budget Hearing at 7:00PM. The next meeting is Monday, January 30<sup>th</sup>. For that meeting Mr. Dean has reached out to Julie LaBranche regarding the Sea Rise project. Her intention was to come to this Board eventually once she talked to staff. She can present the project to the Board. They have the deliberative session for Saturday, February 4<sup>th</sup> at 9AM. The all boards meeting on January 11<sup>th</sup> at 7:00PM. On January 25<sup>th</sup>, there is the Master Plan Meeting.

#### **10. Non Public Session**

There was no nonpublic session.

#### **11. Adjournment**

Selectwoman Gilman motioned to adjourn, seconded by Selectwoman Surman. The Board stood adjourned.

Respectfully Submitted,

Jennifer Dionne, Recording Secretary