

Minutes

Exeter Board of Selectman

January 30, 2017

1. Call Meeting to Order

Chairman Dan Chartrand called the meeting to order at 7:01 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. Public Comment

There were no public comments.

3. Minutes and Proclamations

There were no minutes and proclamations.

4. Approval of Minutes

January 17, 2017: Mr. Clement had several amendments. These were discussed and edited in the minutes.

MOTION: Selectwoman Belanger moved to approve the January 17, 2017 as amended and respectfully submitted by Jennifer Dionne recording secretary. Selectwoman Gilman seconded. The motion passed unanimously.

5. Appointments

MOTION: Selectman Clement moved to appoint Nicholas Gray to the planning board as an alternate member to expire April 30, 2018, Selectwoman Belanger seconded. The motion passed unanimously.

6. Discussion/Action Items

Exeter River Study Committee: Lionel Ingram appeared before the Board. The charge is 13 years old and they do not want to change the broad nature, they want to change two items. They currently have 6 citizens but only they can vote. They would like to drop to 4 citizens and have representatives from Conservation Commission and Phillips Exeter Academy be voting members. The second item, is they would like to have the name changed to the River Advisory Committee as they are interested in all the rivers and all the watersheds. Selectwoman Gilman explained ex-officio are voting members because they are appointed due to office. What they may want to do is rely on staff to provide answers to questions. On the Economic Development Commission there is one staff member and it's made clear they do not vote. Selectman Clement believed that the town engineer and the representative of Phillips Exeter Academy regardless of whether they were town citizens or not were full members of the committee. Selectman Chartrand would like a list of what the committee would like the Board to do and they will place in next packet. Selectman Clement said as a board they must adopt the new charge, and

the membership composition. This is a selectman appointed committee, they need to do this first. Selectman Clement also questioned Mr. Ingram asked for representative from the Water and Sewer Advisory Committee, did he mean the Water and Sewer Department? Mr. Ingram confirmed he did intend it to be the Advisory Committee. Mr. Ingram would like them to drop the two vacancies, since the ex-officio can vote this solves that issue. Mr. Dean said two of the members are not residents of the town, but it would be up to the Board to decide this. Selectwoman Gilman said the bigger question to her is whether they want staff members to vote or not. Mr. Dean said one question that comes up in his mind, if a contentious issue came up and they were working on this and voting on this could raise red flags. Selectman Clement said they could always abstain from voting. Selectwoman Surman agreed that having staff vote could potentially pose a problem. She then asked how many voting members they would have and it was confirmed as 8 voting members. Mr. Dean said if they traded one alternate for a full member they would have an odd amount of voting members. Mr. Ingram said they would have 5 citizens, 3 committee folks and then Selectman rep and one alternate. Mr. Ingram also said they are looking for more volunteers for this Board. Selectwoman Belanger had concerns about leaving the staff members to make the decision not to vote. It was confirmed that this was discussed previously, and they would not vote. Selectwoman Gilman was reading the original charge and they have to change the number there, and there are no terms listed here. Selectman Clement said they have been doing three year terms. Selectman Chartrand said they would do some offline work, and bring this back up next meeting. Selectman Clement posed a question to the Board, do they feel comfortable changing the charge and being composed of 5 citizens appointed by the BOS serving 3 year terms, a representative of the conservation commission, a representative of water and sewer advisory committee, BOS representative, Philips Exeter Academy representative, 2 non-voting staff members, Natural Resource Planner and Department of Public Works, and one alternate.

C-Rise Project Update – Rockingham Planning Commission: Julie LaBranche presented the draft report, this is about climate risk on the seacoast. They evaluated six scenarios to try to see what the future flood plain would look like. There is a table for every asset and resource evaluated in the report. Issues and considerations of the general findings are also included along with a set of recommendations. Starting with page 8, there is an error that says 31% of the land is conservation, this is an error and it will be corrected. Less than 2% of the land area of Exeter is affected, so it is somewhat minimized. There are a number of assets impacted under different scenarios including water and sewer lines in the Swasey Parkway. The good news is the new Wastewater Treatment plant will be on the same site but at a different elevation. Exeter has been really good at taking land that is in the flood plain and making it conservation land so it creates a buffer. As sea levels rise it will inhabit the current 100-year flood plain. This draft report will be out until the early part of March for comment. They can make revisions and additions. Selectwoman Surman said she attended a meeting where they got to review the maps and really look into this which was great. There has been a lot of great work put into this. Selectman Clement appreciates what was done with this report. Selectman Clement had comments, he is looking for a recommendation and feels that somehow they need to get people to understand the timeline of sea rise. There is a graph on page 2 that could be made larger and highlighted more. Even though they have time to try and address this, it should not be ignored. Julie suggested that on page 8 where they start the assessment they explain why they are doing this, and maybe they could repeat this and describe this in a short paragraph. Selectman Clement knew that Ms. LaBranch was trying to define storm surge, they can't quantify the storm surge in any depth at all? It was explained it is variable across the flood plain. Selectman Clement said he would like to help people understand that these numbers are on the mean

high tide. He would like the general public to understand that the mean high tides by the year 2100 will be six feet higher than they are now. Selectman Clement wants people to understand that this is on the mean high tide, which happens twice a day. Selectman Clement wanted to know if people who under risk will be able to ask and confirm this information. Selectman Clement wanted to know if there would be a map that shows the wellhead protection areas, it was confirmed it doesn't actually show in the maps. Selectman Clement wanted to know if he understood the culverts today, the assessment that this is the culverts today under current scenarios, 10 culverts would fail in the 25-year storm? It was explained that the culverts would not allow more water to go through since they are at capacity. Selectman Clement said even without sea level rise they have issues with culverts now. It was confirmed that this is correct. Mr. Dean asked if when they get the culverts ID's in here if they could identify state vs. local. It was confirmed they were all local. Selectman Chartrand asked if the master plan consultants have seen this yet, and it was confirmed they had not yet because of the report still being a draft. Ms. LaBranch explained they need to wrap project up by the end of March, so all issues and considerations have to be raised by the beginning of March. Selectman Clement had questions on figure 13, Main Street and it shows that under sea level rise of 6.3 feet .06 roadway miles would be impacted, and then there is a 0 in another spot. This is an error and would be looked into. There was another typo that would be corrected.

2017 IRS Mileage Rate: Mr. Dean explained that annually they have a discussion on the IRS Mileage Rate, the IRS has lowered the rate of reimbursement for 2017. That would be our reimbursement rate for employees that use personal vehicles for business. The request is to have the readopt the new mileage rate.

MOTION: Selectwoman Gilman moved that the town of Exeter use the 2017 IRS Standard Mileage rate of 53.5 cents for all vehicles and employee related business for reimbursement effective January 30, 2017. Selectwoman Belanger seconded. The motion passed unanimously.

MRI Report Follow-Up: Mr. Clement has requested scheduling a separate work session on this item. He would like dedicate a meeting to only discussing the MRI report in depth. Mr. Dean asked Mr. Sharples to give a sense on where they were with the MRI Report from October 2015. He asked in November for him to comment on the report, and this is not comprehensive but it is a start. Mr. Dean said the process is improving, and have a discussion on where we stand and next steps. Mr. Sharples felt the report spoke for itself and had no more comment. Selectwoman Surman would have liked to have seen this on November 17, and wondered why it had taken so long to appear before the Board. Selectman Clement wanted to build on her comment, he is pleased to see the assessment and wants to know why they had not seen the assessment. The Selectman authorized this report in 2015 and if this was completed by the town planner, the Board should have seen this. Mr. Dean explained that he was the one who asked where this stood, this piece was information for the Town Manager. From that perspective, he was looking at it from the budget season, and to him this is a kick off now and beginning of a follow up discussion. He feels this may be out of date again and could be revised. Selectman Clement explained he made a formal request recently but had been making informal requests back to 2016. Selectwoman Belanger felt the Board did a good job getting items on the agenda and pushed through and accomplished. Selectwoman Gilman had no comments on them memo, but to Mr. Clement point they do need to have a work session on this. Selectman Chartrand believes there is time in February for this and asked Mr. Dean to set this up. Mr. Dean felt that no formal discussions on this had taken place since prior to Mr. Sharples coming on Board, so he wanted to make the point that now is a good time. He also

wanted to know how many committees may be involved in this work session. Selectman Chartrand and would like to have Mr. Sharples at this work session and perhaps some other personnel and they can talk about what other Boards may be at this work session. It is a select board function first and foremost. Selectwoman Gilman felt that since they all sit as reps on other Boards that they should start with this Board. Selectwoman Surman wanted to clarify her comments previously, it was not a reflection on anyone but just the presentation of it. Selectman Clement didn't want Mr. Sharples to feel like he was on the hot seat at this work session, but if the rest of the Board feels comfortable with including the town planner he is OK with that. Selectwoman Gilman suggested staff attendance could be submitted to the Town Manager.

Selectman Clement said deliberative session was coming up on Saturday and they used to divvy up the warrant articles, and Selectman Chartrand asked the Board to please put their requests in and the Chair and Town Manager will work to assign the articles.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

MOTION: Selectwoman Belanger moved to approve \$500 veteran's credits map 68/6/825, 68/6/146, 68/6/125, 80/6/40, Selectman Clement seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve \$1000 veteran's credit for 68/6/813, Selectman Clement seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve an elderly credit in the amount of \$152,251 for lot 64/21, Selectman Clement seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to deny the water and sewer abatement request in the amount \$178.26 for 1 Crawford Lane, Selectwoman Surman seconded. The motion passed unanimously.

b. Permits & Approvals

MOTION: Selectwoman Gilman moved to approve an application town hall floor and main stage for the week of December 4-2017 for Prescott Park Art Festival for a musical production, Signboards will be up for the week of 12/4 - 12/17. Selectwoman Belanger seconded. The motion passed unanimously.

c. Town Managers Report

Mr. Dean said they had been very busy with the warrants and the budgets. Everything is going well so far. Also on social media they are experimenting a bit and have boosted the post on this session to help get it viewed more times. Mr. Dean said on January 18th they did receive the final MS4 permit and a presentation on what this will mean. Everything going on at the federal level right now with the EPA makes it hard to know where this will stand later. The MS61 was completed earlier than it ever has been completed and he wanted to recognize these efforts. The annual town reports are due to Sheri and they are working on a lot of items in the report. Mr. Dean attended a few meetings; he attended the housing committee on the 27th and the Master Plan Session on the 25th. There was a down-easter operations meeting on January 19th hosted by Exeter and he attended that. It was a great job pulling this together. The municipal managers meeting on the 20th and this was a good one because it was a presentation on the issues associated with the opioid crisis. Selectman Clement said it has come to his attention that they have some places in town where the new sidewalks seem to be heaving and pulling up a bit. Is this

something the DPW is on top of. Mr. Dean said the DPW is following up on this and he will reconnect with him on this and bring it back to the Board. Selectman Clement asked if they would have to do corrective action, would this be on the town of the contractor?

d. Select Board Committee Reports

Selectwoman Gilman said the Heritage Commission submitted a grant for a historical survey on the Park Street area. The state meetings she has attended and she has submitted some items to the Board she needs some help on and she discussed the legislative calendar. She also marked on this the pieces that the body adopted to move onto the senate. She would like to point out that the schedule for this week was included with what the whole house would be talking about. There are so many committees and pieces of legislation happening she cannot catch them all. It is very important to her that others view this list and tell them items that are important. Mr. Dean said there is a hearing on the state returning 15% on pensions, and this is an important one. There is also a Selectboard member out of Hampton put forward to eliminate 79E and put forth a bill HB566. Selectman Clement asked about HB581, regarding the state putting in regulations on buffer wetlands. There was confusion on the language that it would undo what local municipalities put in for buffers. He asked if she could inquire the status of this bill with our representative. It was confirmed Selectwoman Gilman would ask about this.

Selectman Clement attended the Exeter River committee and they discussed the makeup of the committee and discussed the sea rise. They also discussed the master plan questionnaire and they are going to attempt to provide some kind of committee answer.

Selectwoman Belanger attended the Housing Committee and they are hoping to get the report finalized and they had a presentation from the Workforce Housing Coalition. This committee has pulled together some fascinating data and the report is getting close.

Selectwoman Surman had a meeting with the Swasey trustees and they are discussing getting events started for next summer. The Powder Keg is October 27th.

Selectman Chartrand attended the master plan input session and it was great. There were over 200 people, and they broke into groups and it was diverse. There is an open house in this room on February 1st from 11-1 in case you missed this master plan meeting to receive more input. The Economic Development Commission met and they celebrated some amazing projects. C3I has broken ground and is moving forward. The announcement that Sea Dog is opening a Brew Pub in the Old Loaf and Ladle location. There is a sign that just went up on the Squamscott block that will be a spa. Economic development in the appropriate spaces is moving forward. They also got a hint that the tax increment finance district and the bond may be closer to getting cracked open sooner than they had hoped. Selectwoman Belanger agreed the master plan meeting was incredible, she felt the great thing that came out of this was they offered child care. It's a conversation worth happening with the SST on possibility of providing child care for volunteers for committees. There are logistics to be worked out on this. Selectman Clement agreed the master plan was a fantastic session and it was very interesting to hear the comments. He also asked Mr. Sharples when can they expect the consultants to get the information together and they are looking to get some report by March.

e. Correspondence

Letter from Xfinity/Comcast giving information about needed channel and information disclosure.

Letter from Quintin E. Gilman is Washington in regards to a more appropriate grave marker for Nicholas Gilman the signer.

Series of emails from Jennifer Perry, Ed Donahue Consultants and Bob Eastman in regard to water and sewer billing cycles and new rates and practices. This is in the packet. Mr. Surman wanted to be clear that they knew what they voted on. Selectman Chartrand said if you go to the consultant email, which he read out loud that explained that the action they took matches up with what he suggested. Selectman Clement believed they took the vote as a Board to implement the new water rate December 5 and he understands Mr. Eastman's concerns, his point was they were raising the rates that they were retroactively raising the water rates. He was wondering if they could take this into consideration in the future, and make sure they raise rates in a way that is not impacting already used commodities. Selectwoman Gilman understands the questions presented here, and they did the same thing a few years ago and with the same concerns. It does wrap up in the end that everybody pays the full year at the new rate. Selectman Chartrand explained the consultants suggested moving forward, and the auditors identified revenue deficits in the funds. The December rate payers got a break because the meters were read prior to January but billed at old rates. Selectman Chartrand said that Selectman Clement is correct they should discuss this the next time they raise rates.

Letter from Richie McFarland human services center and Big Brothers Big Sisters of NH thanking the town for the contribution.

Letter from Chris Muns from One Sky asking for a chance to present to the Board at a future meeting.

8. Review Board Calendar

Town Manager has submitted his self-evaluation and the Selectman evaluations need to be back to the Clerk or Chair by February 13th. The Chair would like to set aside from 6-7PM to go over the evaluation prior to the Feb. 27th.

The scheduling of the work session on the MRI report will be done offline.

Board Meeting Monday, February 13th 7:00PM

Board Meeting Monday, February 27th 7:00PM

9. Non Public Session

There was no nonpublic session.

10. Adjournment

Selectwoman Belanger motioned to adjourn, seconded by Selectwoman Gilman. The Board stood adjourned at 9:20PM.

Respectfully Submitted,

Jennifer Dionne, Recording Secretary