

Final Minutes

Exeter Board of Selectman

May 22, 2017

1. Call Meeting to Order

Chairman Don Clement called the meeting to order at 6:40pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Ann Surman, Clerk Kathy Corson, Julie Gilman. Town Manager Russell Dean was also present.

2. Board interview-Conservation Commission, Arts Committee, Facilities Committee

The Board conducted interviews. Selectman Chartrand joined the meeting during the interviews.

3. Public Comment

Darius Thompson, 15 Drinkwater Rd. a few meetings ago he wondered if they could sidewalks on Drinkwater road. They have a lot of young families in the neighborhood and there are two bus stops in the neighborhood. He felt it would be nice to investigate whether sidewalks can be put in. Also, there has been talk about a parking study, if they are looking into this he would like to propose that they consider building down two stories rather than up two stories. He also proposed to use the old fire station for the same purpose. Along with the Bike lot on Portsmouth Ave and using this as the primary station.

4. Minutes & Proclamations

Andy Kohler appeared before the Board to present the 2017 Top Dog Announcements. The top 3 winners for the contest were awarded.

5. Bid Openings

Mr. Clement opened the bids.

George R. Cains & Sons Windham NH Total Bid: \$976,839

RM Piper Inc. NH Total Bid: \$999,961

Cole River Bridges, Walpole NH Total Bid: \$1,217,725

T Buck Constructions Turner Maine Total Bid: \$1,222,000

MOTION: Selectwoman Gilman moved to refer the bids to the DPW for review, Selectwoman Surman seconded. The motion passed unanimously.

6. Approval of Minutes

a. May 8, 2017

Selectman Chartrand said he would vote no for Mr. Dolly in the minute and this is true but he has re thought about this and he has changed his mind on this and will be voting in favor because it will generate a vibrant conversations. Selectwoman Corson said on page 5, second paragraph says Ms. Deluca and this should be Mr. Selectman Clement said on page 4, under the chamber of commerce says

“chamber of wants to open tourist museum” this should be tourist center instead. On page 8 for the solid waste contract bids, about halfway down “there is also a composting pilot at the transfer stations if compost waste” this should state of compost waste. On top page 11, it says “Mr. Chartrand said..”Mr. Chartrand meant it would be wonderful to have input on what is removed and what remains. Mr. Chartrand asked that this sentence be stricken. On page 12, wanted to add “he said he reviewed the criteria...” please add “he says that he reviewed the approval criteria and in his personal opinion...”. Selectwoman Corson went back to the composting pilot sentence, this should read the “DPW contemplated”

MOTION: Selectman Chartrand moved to approve the May 8, 2017 meeting as amended. Selectwoman Surman seconded. The motion passed unanimously.

7. Appointments—2017 Committee Reappointments

MOTION: Selectwoman Corson moved to appoint Mike Dolly to the EDC with a term to expire 4/30/17, Selectwoman Surman seconded. The motion passed unanimously.

Discussion Action/Items

a. Housing Advisory Committee Report

Nancy Belanger appeared before the Board to present an introduction to the Presentation. Mr. Dean explained the committee process for this committee. Cliff *** appeared before the Board, he explained his role was to mine for the data and bring it to the meetings to be processed. They looked at this in two different ways, they tried to weed out the truth from the anecdote. They also wanted to look not just at Exeter, but at the communities around us. A PowerPoint presentation was presented to the Board.

Dave Sharples, Town Planner appeared before the Board, this is a very dense report and they are trying to cover a lot of information in a short period of time. He would like to discuss 10 recommendations, these are in the packet and on the website.

Selectwoman Gilman said none of the information presented is surprising to her, but complemented the Board for their work and she would read through all the data. Selectman Chartrand recognized Ms. Belanger for her work on this committee and driving this to completion. Selectman Chartrand also commented that when Mr. Sharples discussed engaging other towns, it is easy to think of having affordable housing as a bad thing, and he hoped that when it was discussed it could be discussed in a different light. Other communities could look at affordable housing to help not lose community based schools and create affordability and diversity. Selectwoman Surman thanked the Board for their diligent work, she wanted to touch upon the exemptions, she felt this is something they should analyze. Selectwoman Corson felt the report was great and she had no questions now.

Selectman Clement felt there was a wealth of information that was compiled. Selectman Clement noticed during the comparisons that Dover was included and he wondered why. It was explained that they wanted to include communities that had different characteristics. Dover is similar to Exeter with diverse housing stock. They felt Dover was a better big city in comparison. Selectman Clement also asked about the growth expectations for the Seacoast, it was mentioned that Exeter could experience slightly higher growth than projected. What could we experience. It was explained that in the 80’s this area was seeing 2% growth, he doesn’t believe we will see those types of numbers again. But that the State projection is .24% growth and it is felt that Exeter could experience slightly higher than this.

Selectman Clement asked if they could draw a conclusion on what the Exeter housing needs were today and is it driven by consumers or developers. Mr. Sharples said the developers can't necessarily generate the demand but he knows there is a demand for single family houses. As for apartments a new complex is 100% rented already and it is not even open yet. Selectman Clement asked what were people looking for, single family or are they looking for smaller rental units. It was explained this is anecdotal and there isn't really any data to back an answer up. But there has been a trend towards living closer to services and amenities than living in a larger lot far away in the suburbs.

John Mueller appeared before the Board and he said that it seemed evident that market conditions are affecting this community beyond our control, there is a tremendous market demand for mid-price housing in Exeter. He is also glad that this is being presented during the work on the master plan. Selectwoman Gilman had a question about a planned housing charrette, when the group looks at this is one of the considerations going to be how dense that property can be developed. Mr. Sharples said it's all tied to affordable housing, they have been in conversations to figure out how and if they can build single family homes in the affordable range. Density will play into this. Selectwoman Gilman said the heritage commission had maps drawn on the growth of the community over the years and what they are talking about fits into these maps.

Ms. Belanger concluded by thanking the Board for their time, everyone has learned a lot by doing this and she hopes they find it useful. Selectman Clement wanted to make it known that Cliff is the long-standing director of the Rockingham planning. He is about to retire and his contributions to Rockingham Planning Commission and to Exeter are tremendous.

b. Chamber of Commerce Lease Proposal Update

The draft lease agreement is in the packet. Selectman Chartrand felt the lease was great. Selectwoman Surman had a few discussion points as did Selectman Clement. Mr. Dean explained town council reviewed this and added a line under number 2 it is the last bit of language. They also added language under 13. Also, under number 12 improvements they are required to provide documentation to match it up for the rent credits. Selectwoman Surman had a question on number 10, she was surprised that council was OK with the way this was written. The town does not have termination rights, it is putting a qualifier in the way they can terminate the rent. She doesn't feel comfortable with this, it should read "with 30 day written notice" as a way to fix this. Selectman Chartrand felt this was because the chamber would invest money into this space and would like to see their 3 years out. Selectman Clement just felt that Selectwoman Surman was looking at it from the town perspective.

Selectman Clement had questions about improvements, under item 12. Shouldn't they have up to a maximum amount on what they are allowed to install rather than have it open ended. Also on item 7, he wondered "as it deems appropriate" on the visitor and tourism services section. Selectwoman Gilman said this is a 3-year lease, the idea of providing visitor and tourism services may change over that time. It doesn't bother her that it says as it deems appropriate because that may change over time. Selectman Clement felt this had been promoted as a visitor and tourism center and it is more than that. He wants to make sure that it's defined. Selectman Chartrand sees his concern but he knows the town works closely with the chamber so there will be input by the town. Also, it is a 3-year lease, if they are not happy they do not have to renew the lease. He feels the lease is appropriate for the length of the agreement.

Selectman Clement felt they had an obligation to the town to do the right thing today, and he can see how in the future they will need this space. They are in dire need of additional meeting space. He wants to make sure as they move forward that they are doing this the right way. Selectwoman Corson felt like they did define the appropriateness of what they are going to do due to the last meeting because she understands their intent. She does not have a problem with this. As for meeting space, she feels they do not utilize all available space currently. She does not feel they are inventing anything new as this happens all over. Selectwoman Corson does not have a problem with the lease as written. Selectwoman Gilman felt that if the chamber moves in here, this space could be spruced up and made very nice for meetings in the future.

Selectman Clement asked the chamber if they had a problem if they added a cap to the air filtration system. The chamber had no problem with this. Selectwoman Gilman said in state laws, there is no upper level so they can put it what is best for where you live. Selectwoman Surman asked if under number 10 if they deleted the last sentence if the chamber would have a problem. Mr. Deluca explained they added that because of the work they plan to put into the space.

MOTION: Selectman Chartrand moved to approve the agreement between the Town of Exeter and the Exeter area chamber of commerce with the following amendments under section 10 delete the second sentence, under section 12 adding and these credits shall not exceed \$10,000 and to authorize the town manager to sign on the Selectboard. Selectwoman Surman seconded. The motion passed unanimously.

c. Local Project Agreement: NHDOT TAP Grant for Epping Road, Spring Street and Winter Street sidewalk project

Mr. Dean said this is a standard agreement for the TAP grant. Mr. Shaprls said he was waiting for governor council approval, and this has now officially happened. He is looking for the Board to authorize the town manager to execute this and any and all agreements up to the amount previously agreed upon.

Selectwoman Surman asked if this project in concert with any paving going on area. She just wants to make sure that any repairs and paving is done prior to the sidewalks going in. Mr. Sharples said he would talk to the DPW and take this into consideration. Selectman Chartrand wanted to Thank the town planner and the town manager for their work on this.

MOTION: Selectwoman Corson moved that the town manager is authorized to execute any documents, agreements and take any and all such actions on behalf of the Town, to complete the Transportation Alternatives Program project in accordance with Town Warrant Article 14 approved on March 16, 2017 and ratified on May 8, 2017. Selectwoman Gilman seconded. The motion passed unanimously.

d. Human Services Committee Charge

Selectman Clement said there was a draft in the packet, Mr. Dean explained that this was put together for the Boards review based on the vote at the last meeting. This is somewhat fluid and they put in a question mark on whether this is a committee or a subcommittee. Selectwoman Surman asked if the committee does all this what does that budget subcommittee do? It was explained that if this is a committee they would review the applications and their recommendations would feed to the budget recommendation committee and the Selectboard. Selectwoman Gilman felt this was the idea of the

committee. Selectwoman Surman also felt it was odd that someone on the budget recommendation committee would also be on this committee.

Selectwoman Gilman felt this was to serve as the sounding board for the decision on how much to spend on each one. She felt this should also mention the division of monies and they should meet at least quarterly. Selectman Clement agreed. Selectman Chartrand view on this was that this committee would really do the work in the way the budget recommendation committee had tried to do previously. The budget recommendation committee would review this but the work would shift to this committee. He acknowledges that this is different but he does feel this is a good idea. It may not work, it may not be the right way but he would like to see them try this. Selectwoman Corson understands that this is a small amount of money compared to rest of the budget, but she could see this committee meeting quarterly and giving them a quarterly review to know where this money is going. Selectwoman Surman wanted to be clear, that she is saying that if this committee is going to do this let's go all in. Selectwoman Gilman said they should perhaps think of this as a department even though it is not, they have to report in.

Selectman Clement said this does not address the funding allocation part. He also looked at the duties, and it is what they budget committee did for years. Now they are asking a smaller group to do what the budget committee has done for years. Selectman Clement does not like that it translates into a one line item into the budget. He would prefer they make the numbers go on the ballot, so now everyone sees what is being voted on and the agencies receiving it. Selectwoman Gilman said that Board of Selectman creating this committee also has every authority to disband it. They try this for this year and see how it works for the next budget cycle. Selectman Chartrand asked if the town not voting in some way on human services is not something he would like to see. Selectman Clement confirmed this and said that doing it this way the deliberative sessions gives people the chance to amend articles. Selectwoman Surman agreed with this.

Selectwoman Gilman said she understands what the problem is with not being able to see the allocations, but she went with this recommendation because this is just a trial and maybe the next year they adjust it. Selectman Chartrand said they do have a process that has been approved so they do have to distribute this so let's let this committee do this and see how they do. He is acknowledged that this should not have been collapsed into the budget as a line item. Selectman Clement wanted them to come back to the Board and make recommendations not make formal decision. This was agreed. Selectwoman Corson felt this committee could become very informed and thus informing the Selectboard more. Selectman Clement asked if they approve a motion tonight to create a committee where the sole purpose is to recommend the allocation of the \$100,000 for 2017. This was agreed.

MOTION: Selectman Clement moved to form a 5-member committee whose charge is to research the human service funding agencies in order to allocate amongst them the \$100,000 budget voted on at the March 16 town meeting and ratified May 8, 2017 and to work with research provided by the town managers office. Selectman Chartrand seconded. The motion passed unanimously.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exceptions

MOTION: Selectwoman Corson moved to approve tax abatement for, 82/13 in the amount of \$86,759.94. Selectman Chartrand seconded. Selectman Clement abstained Motion passed 4-0-1

MOTION: Selectwoman Corson moved to approve the tax abatement for 65/102/8 in the amount of \$2,140.82. Selectman Chartrand seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 47/1/3&4 in the amount of \$1305.54. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept a yield tax for 48/3 in the amount of \$509.42. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 55/3 & 62/111 in the amount of \$1051.07. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to accept yield tax for 17/1 in the amount of \$900.26. Selectwoman Gilman seconded. The motion passed unanimously.

b. Permits & Approvals

- c. **** Selectwoman Gilman moved to approve application from Exeter Area Greater Federation Women's Club for town hall main floor, lobby and a plywood sign to be displayed May 28-June 3. With the event June 3, 2017 8-12PN. Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application from Exeter Public Library for town hall main floor on July 26,2017 and poster board for the week of July 24, 2017, Selectwoman Corson seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve application from Seacoast Idol for town hall main floor for auditions on 4/21/2018 and poster board and plywood board from April 15-22, 2018, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the application for the Festival of Trees c/o EACC for November 26-Dec 1 2017 for town hall main floor, poster board and plywood board Nov 19-Dec 2, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve a variance for the Memorial Day Parade Committee to post parade signs May 22-29, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve a variance for SWAG to post signs the Thursday before the Saturday Flea Markets. Selectwoman Gilman seconded. The motion passed unanimously.

d. Town Managers Report

Mr. Dean wanted to report on the follow up on the May 16 decision to grant the application for the condos on the lot next to us. They are in the midst of getting quotes for the GPS systems for town vehicles. Property tax bills are out and due July 1st. They expect a concrete pad to be poured out front of town hall for the coast bus stop. There is a reminder for the Memorial Day parade on Monday May 29th at 10AM.

They finalized the contract with Waste Management. The Kingston Road project is moving forward, they are looking at construction in April 2018 after sending out to bid in October 2017.

e. Selectman Committee Reports

Selectman Chartrand has met with the housing committee last Friday and he wants to recognize Mr. Clement after seeing a video of alewives swimming upstream and he wanted to acknowledge the dam removal process that Mr. Clement got it right.

Selectwoman Surman attended conservation commission on Tuesday May 9th and that evening was a very good meeting. They had presentation on Lincoln Street watershed improvement project and the wireless communication project. She also met with the Swazey Parkway committee.

Selectwoman Corson said there was a planning board meeting on Thursday night and they will be seeing the cell tower.

Selectwoman Gilman said the heritage commission discussed the walking tour and they are choosing the spots they want to discuss. They think they want to do this as a video, which brings up either making this a video or a phone app. The heritage commission is going to do a walking tour on Thursday around the Park Street area. The HDC had a discussion about how they could get more education and they will be looking into grants for this.

Selectman Clement said the dam removal project was a result of many, many people. He thanked the people who voted for this. There is also a Memorial Day parade committee meeting tomorrow night.

f. Correspondence

- Letter from Conservation Commission to the Planning Board for the Rose Farm Development
- Map and letter from Varsity Wireless for the proposed Cell Tower on Kingston Road

9. Review Board Calendar

Next Meeting is June 5th.

Non Public Session

There was no non-public session.

10. Adjournment

Selectman Chartrand moved to adjourn at 9:54PM, seconded by Selectwoman Gilman. The motion passed.

Respectfully Submitted, Jennifer Dionne, Recording Secretary