

FINAL Minutes

Exeter Board of Selectman

June 5, 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, Dan Chartrand and Julie Gilman. Town Manager Russell Dean was also present.

2. Board interview-Human Services Committee

The Board conducted interviews for the Ad Hoc Human Services Committee. Sherri Nixon, Amy McLaughlin, and Christine Soutter were all interviewed for the committee. The Board thanked each person and reviewed the process of appointment which would be taken up at the next regular board meeting. The Board then reconvened upstairs in the Nowak Room.

3. **The Board held a moment of silence for Tom Meehan.** Chairman Clement took a point of privilege to recognize the passing of Tom Meehan, former principal of the Exeter Area Junior High.

4. Bid Award: Court Street Bridge Construction/Culvert Replacement Construction and Contract Amendment for Resident Engineering

Mr. Dean explained that these bids were open on May 22 and DPW is recommending the low bidder for George R. Cairns and Sons for \$976,839. There is also a need to have resident engineering during construction. CMA will continue to do this and the quote is included in the packet for \$89,100. Mr. Clement said they are the same company that did the work 2 years ago on Linden Street. Mr. Clement asked if Ms. Perry was satisfied with their work. It was confirmed that she was very satisfied. Mr. Clement asked if they were roughly almost \$400,000 below the estimate, and this was confirmed as the case. The project is expected to start June 26th and completed by November 3rd. Ms. Perry said the start of the traffic detour may be held off on until after the 4th of July holiday. The preconstruction work will start though. Mr. Clement asked that prior to construction the board get an outline of the details of the project in terms of traffic and the detours etc.

MOTION: Mr. Chartrand moved to award the Court Street bridge and culvert replacement project to George R Cairns and Sons from Windham NH in the amount of \$976,839 on the recommendation of Exeter Public Works Department. Ms. Gilman seconded. The motion passed unanimously.

Ms. Surman asked if the CMA resident engineering services was a change, or if this was already included in the cost. Ms. Perry explained that this is a change order to the original engineering contract, and is not usually estimated until right before the project starts. This is typical that they don't come to the Board for final approval for resident engineering until it's time for construction.

MOTION: Selectman Chartrand moved to award the construction phase services for CMA engineers Inc. for the Court Street Bridge Project. Selectwoman Surman seconded. The motion passed unanimously.

5. Public Comment

William Smith 31 Chestnut Street #201, he has concerns about the health and safety of the trees by the library and the river. There is a dead tree essentially blocking the flow of the river. Vines are also

attacking and killing trees on the banking and the island. Since the spring runoff they have trees that have flown down river and are getting caught. Mr. Clement explained that any work in the river falls in the jurisdiction of the state department of wetlands. Also, they have a river hazard policy so they can look at this to see if these obstructions meet the hazard requirement. Usually trees that fall in the river are usually kept as they are considered natural. The experience with the state is that if it is not a direct hazard to the infrastructure they are not touched. Mr. Clement also explained that the vines on the banking is also state jurisdiction. Mr. Chartrand asked that we make sure Mr. Smith to let him know when this would be back on the agenda.

Bruce Jones: Had concerns over Prescott Park, he heard they were looking to expand and wondered if Exeter would benefit from an expansion and if so what would the Town receive. As a community does Exeter get anything from Prescott Park. Selectwoman Surman suggested that Mr. Jones contact the Trustees of the parkway to get more information.

Ms. Perry from the DPW wanted to remind everyone that they are having a ground-breaking ceremony for the new waste water treatment facility for 11AM tomorrow.

6. Minutes & Proclamations

There were no proclamations.

7. Approval of Minutes

a. May 22, 2017

MOTION: Selectman Chartrand moved to approve the May 22, 2017 meeting as amended. Selectwoman Surman seconded. The motion passed unanimously.

8. Appointments—2017 Committee Reappointments

MOTION: Selectwoman Surman moved to appoint David Short as an alternate Member to the Conservation Commission with a term to expire 4/30/18. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Surman moved to appoint Irene Graham Hall to the Arts committee with a term to expire 4/30/18, Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Surman moved to appoint Darius Thompson to the Arts Committee with a term to expire 4/30/18, Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Surman moved to appoint John Moynihan to the Arts Committee with a term to expire 4/30/18, Selectwoman Gilman seconded. The motion passed unanimously.

Discussion Action/Items

a. Remedial Action Plan Update: Map 65, Lot 123 (Exeter Sportsmen's Club)

Mr. Dean explained that the town is working with DES to see what kind of analysis needs to be done on this site to lead to use restriction on certain portion of the site. That meeting has taken place, they have received a letter but they just got it this afternoon. He will forward this to the Board and reschedule this. They do need to do more testing and they have issues both on and off site they need to look into. Selectman Clement asked if they have funds to do this work, Mr. Dean said they are on phase 1 and the entire program is around \$8,000. This will include further follow up at a later meeting.

b. Pavement Management Program Update—Public Works

Paul Vlasich, town engineer, appeared before the Board to present a PowerPoint on the Pavement Management Plan. This includes mainly information from 2010, but with some updates. The PowerPoint was presented and discussed at length. The DPW budgets and plans to fix roads before they get real expensive to fix.

Mr. Clement thanked Mr. Vlasich for the printouts being in color as it was helpful. Selectwoman Gilman asked for it to be explained for viewers what the difference between a shim and reclamation was. This was explained that a shim is where the pavement machine will come down a road twice. It levels out the road. Thicker overlay will still have a shim, but the road is rough enough now that they use more for a shim. Then they come in and do an overlay. The reclamation process is where a machine comes in and grinds down 2X the pavement. They mix the asphalt up with the roadway base to make it stronger.

Selectwoman Gilman asked about manhole raising, eventually they sink is there any way to not have this happen. Mr. Vlasich explained that they usually do not sink. What is moving is the rest of the road around it. Selectwoman Surman said she liked that they were kicking off budget season asking to level fund the paving budget. She asked about the crack seal repair fund, and it was explained that this is coming back now they had earmarked funding for it in the past for more paving. Selectman Chartrand asked about the bump in the early 90's on the Conditions in Exeter and why this happened. It was explained that it was the separation of the sewer and water which had many roads dug up and redone. Selectman Clement wanted to discuss Lincoln Street, since this is a very heavily travelled road and it is in rough shape. He has asked before, but since it's going to be several years before the road is finished. Is there a way to do a cheap paving job to temporarily make that road a little better to travel on? He knows this will be temporary but he would like an estimate on the cheapest cost possible to try to fix it for now. Mr. Vlasich said if pieces are not coming up he would suggest wait because just next year they will be replacing sewer lines there.

Arthur Baillargeon said that Lincoln Street has needed work for a number of years and now they have to wait another 2 years. It was explained that there will be a sewer project next year which will make it worse for a bit. Arthur said that this road is terrible and very heavily travelled. It's very difficult for vehicles. Mr. Vlasich said the DPW acknowledges the importance of Lincoln Street but an overlay right now only to be dug up next spring needs to have the value of that weighed.

c. 2017 Paving Proposal – Bell and Flynn – Public Works

Ms. Perry appeared before the Board to explain this item. She wanted to thank Mr. Vlasich and the highway department for continuing to develop a program that gives the biggest bang for the buck. Ms. Perry explained that the proposal in the packet, Bell and Flynn is able to continue to offer some of the work that needs to be done at the pricing from 2015/2016. The smaller streets are more difficult and take longer and they are starting to get into the smaller streets in town, and are more expensive. They feel the pricing that has been proposed reflects pricing from last year and is fairly flat. They do recommend this proposal.

Selectwoman Corson said this is why you don't want dead end streets because it saves money in the long run on paving, etc. Connecting neighborhoods should be encouraged. Selectman Clement felt we had been given a fair and honest price, and the quality of service provided by Bell and Flynn is high quality.

MOTION: Selectman Chartrand moved to approve Bell and Flynn proposal for road reconstruction and paving at the following prices: \$69.90 a ton for Binder and arterial surface course, \$70.90 a ton for non-arterial surface course, \$71.90 a ton for arterial surface course and \$72.90 a ton for several smaller streets and neighborhoods with dead ends. Selectwoman Gilman seconded. The motion passed unanimously.

d. Contract Amendment: VHB Post Dam Requirements LOMR and Section 106, Wetlands Permit requirements — Public Works

Mr. Vlasich appeared before the Board and explained that with the dam removal warrant there was some anticipated and required other tasks that they did not have enough funds for. One of those was the section 106 agreement with the stipulations on how to remember the great dam. That was eliminated from the original \$1.78 million dam project. What is new here is that the town is required to adjust the flood elevations and FEMA flood maps. A big portion of this contract in the amount of \$56,400 will adjust the flood elevations. This needs to be started on shortly. The dam remembrance portion is \$26,700. The wetlands permit also requires them to do 3 years of mapping of the river bottom. However, they must do two additional years due to some of the grants they accepted.

Selectwoman Gilman asked for updates like this include a letter to the Heritage Commission for the 106 portions. It was explained that the consultants plan to appear before this Board and do a presentation. Selectwoman Gilman asked when items are accomplished if a letter could be sent so the Board could be made aware. Selectwoman Corson wondered if the letter of map revision, when this is done do they notify the homeowners if they are no longer in a flood zone and how many people this may affect. If VHB approves there will be 425 notices mailed. This will be done after the analysis is completed. Selectwoman Surman wanted everyone home to know that \$100,000 was budgeted for the work and they are asking for \$95,400, they are not asking for new money this has already been allocated. Selectman Clement wanted to go over one more time what this money was going towards. We will have to budget a similar amount for the next few years on river monitoring to finish the financial obligation.

MOTION: Selectwoman Surman moved to award the contract amendment to VHB in the sum of \$95,400 for engineering support for regulatory and permit requirements in the post construction phase for the great dam removal project, Selectman Chartrand seconded. The motion passed unanimously.

e. Tax Deeded Property: 18 Garrison Lane

Mr. Dean explained that the town executed a tax deed on this property back in November 2016, they have gone through the repurchase phase, they are in a position now to take further steps on the property. The town is owed over \$80,000 on the property with all factors included. There are firms that specialize in these types of property there is very little heavy lifting for the town at very little cost. They are recommending the town sign up with one of the local auction firms. There are costs associated but they do not come through to the town, the auction house will take those fees off the sale of the property. They are asking the Board to allow them to go through with one of those vendors, whoever will give the best deal and proceed with the sale of the property.

Selectman Clement said what they would like to get is what is owed to the Town, from the auction how do they guarantee that they will get that. It was explained that they would set a minimal reserve. Everything would be built into the floor of the auction. Selectwoman Corson asked about the fees, it was explained that it was 10% and this would be confirmed. Selectwoman asked why they chose one auction over another, and it was explained that they know local firms specialize with dealing with these issues.

From a process perspective, it tends to work more smoothly. Any excess proceeds after what is owed to the town goes back to the original owner.

MOTION: Selectman Chartrand moved to direct the town manager to dispose of the property at 18 Garrison Lane via the auction process, Selectwoman Surman seconded. The motion passed unanimously.

9. Regular Business

a. Tax, Water/Sewer Abatements & Exceptions

MOTION: Selectwoman Corson moved to approve abatement on 61/30 in the amount of \$5000, Selectman Chartrand seconded. The motion passed unanimously

MOTION: Selectwoman Corson moved to approve abatement for 62/56 in the amount of \$642.88, Selectman Chartrand seconded. The motion passed unanimously.

MOTION: Selectwoman Corson moved to deny the abatement for 72/16, Selectman Chartrand seconded. The motion passed unanimously.

b. Permits & Approvals

MOTION: Selectman Chartrand moved to approve the permit for Town Hall Main Floor for the Exeter Arts Committee on 1026-10/27/17, Selectwoman Surman seconded. The motion passed unanimously.

MOTION: Selectman Chartrand moved to approve the permit for Town Hall Main Floor for the Seacoast Workforce Housing Coalition Charrette on 10/18-10/20/17, Selectwoman Corson seconded. The motion passed unanimously.

Ms. Perry explained that they had two pieces of equipment for replacement in 2017 that were at town meeting. The first was the 6-wheel dump truck, they got pricing from 3 vendors, the lowest pricing is from liberty international. This type of truck will have more versatility then other trucks. The total for this less the trade is \$165,817 which is within the amount approved at town meeting. Selectwoman Gilman asked what other purposes this could be used for would be. Jay Perkins said they had been thinking out of the box a little. It has a hook body and they could use it for trash, haul nonferrous metals to the market which they pay for currently. It has a skid for the sander as well. Selectman Clement asked about recycling the radio in the old truck, it was explained it was old, analog and doesn't work so needs to be replaced.

MOTION: Selectman Chartrand moved to approve the awarding of the purchasing of the 6-wheel dump truck to liberty international in the amount of \$165,817, Selectwoman Gilman seconded. The motion passed unanimously.

Ms. Perry explained the next vehicle is the highway backhoe. This was authorized for up to \$138,718 at town meeting. They had been looking at a replacement caterpillar, they did an analysis as far as refurbishment for this old piece of equipment. It was more in refurbishment to buy a new one. They proposed a John Deere which was significantly lower. The pricing from Nortrax was the lowest. They proposed \$110,780 which is significantly lower then what was presented in the budget. Selectwoman Surman asked about the trade ins, this is the mysterious part during the budget time. She wonders how going forward they cannot allocate so much money and be closer to the actual costs. Ms. Perry did not know the best answer they rely on getting best estimate from the vendors. The estimates from the mechanics is the best estimate of trade at the time, they do not get estimates back from vendors until it is closer to the actual trade in per the vendor's process.

MOTION: Selectman Chartrand moved to award the purchase of John Deere 410L to Nortrax in the amount of \$110,780, Selectwoman Surman seconded. The motion passed unanimously.

c. Town Managers Report

Mr. Dean said the drought discussion has come up. The conditions have improved in the state to the point where there is no longer a drought. Do they want to continue to maintain the water restrictions? They have received calls in the office about this issue. Ms. Perry appeared before the Board to present a report to the Board. The state is out of the drought conditions, even on the seacoast at this time. We are slowly gaining ground water that has been the piece holding us back in Exeter. They are still below average but have been doing well on cutting back on ground water usage. We are probably safe to come off any restriction but if we have precipitation trends change or have other emergency changes they would be back before the Board to request the change.

Selectman Clement said the Epping Road Tank is coming back online, what does that mean. It was explained that the tank had to be recoated and refilled. They just have to wait until the chlorine levels are appropriate. Selectman Chartrand asked where are we currently on our restrictions, it was confirmed we are at a level 1 which is voluntary restrictions. It puts a requirement to only water during 7PM-8AM. Selectman Chartrand said the reason for level 1 is that a lot of water is lost when people water their lawn during the day. This was confirmed, during the day is the bad time to do this. Selectman Chartrand asked what the problem is with leaving this is place. Ms. Perry said it does mandate the timing of water, they would have to use staff resources to address people who are watering during the day. Selectman Chartrand asked if a campaign could be started that watering in the evening would be more effective than during the day. Ms. Perry said absolutely, they have a Facebook page and could do more in the newspaper. Selectman Chartrand felt given the projections we need to assume we will be drier and try to get people to conserve and preserve water resources. Selectwoman Corson agreed education was the key but also felt that if they keep this restriction on people would not take them as seriously when it does happen again. Selectman Clement is in agreement on conserving water, but he thinks if they are going to have a restriction with an enforcement piece to it when it is important and necessary and they don't they lose credibility. They can remove the restriction and set a date of when the restriction is lifted.

MOTION: Selectwoman Surman moved to remove the level 1 water restriction effective June 12, Selectman Chartrand seconded. The motion passed unanimously.

Mr. Dean explained that they received notice today that the total for High Street repairs is just over \$158,000. They may be back with the Board for a reserve request but more analysis is needed first. Waste management has begun the trash pickup routes at this point. Also, the capital improvement plan process, initial submittals should be submitted by the end of this month. If the Board has any ideas they should submit these to town staff. The Housing Committee report will go to the planning board on June 22nd. The master plan public input session will be on June 14th. Tax bills are due July 1st. They are continuing their work on the COAST Bus Stop outside the town offices.

Mr. Dean also wanted to note some personnel items, Mike Jeffers has submitted his retirement letter his last day will be June 16th. New Health officer James Murray started today and is shadowing the current health officer. The Department of Public Works hired Shirley Murphy as the new part time clerk.

Mr. Dean explained the street light issues with lights being on during the day, they have received a letter in response to this which is in the packet. They are working to repair these bad photocells and the town is not charged anymore for these running during the day.

d. Selectman Committee Reports

Selectman Chartrand said the master plan steering committee is holding another work shop on June 14th from 6-9PM at the new high school.

Selectwoman Surman said she had attended her first safety committee meeting, a lot of it has to do with workman's comp claims and other safety issues. It was very informative. Also attended her first Exeter arts committee meeting, there are a lot of things going on in the gallery.

Selectwoman Corson attended a Planning Board meeting with two applications before it, the cell tower which was tabled until June 22nd. They are waiting because the ZBA has not ruled on this yet. It is a unique issue because it is very close to a neighborhood and they are going to be doing a site walk. The second case was a design review with Scot Carlisle for the property behind Mr. Shafmaster's property. This proposal is for a hotel, conference center and restaurant. He is looking to subdivide his lot into 3 parcels. They voted on new officers and the new chairman is Lang Plumer.

Selectwoman Gilman attended a heritage commission meeting, which was a walk through the area. They are going to work with the historical society on the identifying hidden gems on some streets. From the state, the domicile voter bill passed and it is very restrictive. It will create a lot of work for clerks and supervisors of the checklist. Also, the house passed funding for highways and bridge aide and municipal water and wastewater projects. There is a bill about short term rentals, and the senate amended this and take municipalities hands away from regulating this type of thing. Basically, anything residential housing needs, this doesn't. This has gone before a committee of conference.

Selectman Clement said the E911 committee met to discuss potential changes. The EDC is extending an invitation for Business Retention and expanding existing businesses from the UNH Co Op Extension.

e. Correspondence

- Letter from Unital on the street lights on during the day
- 303D list will have a meeting on Wednesday at DES headquarters in Portsmouth.
- High level project schedule for Lincoln Street

10. Review Board Calendar

Next Meeting is June 19th.

Non Public Session

MOTION: Selectwoman Surman moved to go into nonpublic Session 91A:3 2, exception L and exception A, Selectwoman Gilman seconded. The motion passed by roll call vote.

The Board emerged from non-public session.

Selectman Chartrand moved the Exeter Selectboard affirmed the opinion of town counsel as emailed to Dave Sharples on December 5, 2016 that Oak Street extension is not a public road. Selectwoman Corson seconded. Motion carried unanimously.

11. Adjournment

Selectwoman Surman moved to adjourn, seconded by Selectwoman Corson. The motion passed. The Board stood adjourned at 10:05 p.m.

Respectfully Submitted, Jennifer Dionne, Recording Secretary