

Minutes

Exeter Board of Selectman

February 20, 2017

1. Call Meeting to Order

Chairman Dan Chartrand called the meeting to order at 6:50 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 proclamations.

4. Approval of Minutes

December 19th: Selectwoman Gilman said that throughout the minutes when a motion fails it should be recorded who voted nay. There was a typo under section 7, “the citizen totally represented this way because they can speak and gave then” this should read “have a notion”. Selectman Clement, said under minutes and proclamations there was a typo where Selectwoman Surman corrected a sentence, the same sentence was mentioned in the correction. Selectman Clement said on the bottom of the page at the warrant articles, “he feels this way because it is a disservice to the voters and not know where the dollars are being allocated and requested numbers” The phrase “Be able to” needs to be added before requested numbers. Under the discussion for the additional fire fighter, there is a sentence that wasn’t worded well.

MOTION: Selectwoman Gilman moved to approve December 19th as amended including a listing under each motion of who voted in the negative, Selectwoman Belanger seconded. The motion passed unanimously.

January 30, 2017: Selectman Clement bottom of page under the Sea Rise project update, the third to the last sentence, “Selectman Clement knew that she was trying” instead of she it should say Julie LaBranche. Going to the next page, about 8 sentences down “it was explained that it wouldn’t be removed, it wouldn’t allow more water to go through”, this is about the culverts and he believes it should state, “it was explained that the culverts would not allow more water to go through, since they are already at capacity”. About 4 sentences below that, it states “Julie explained” this should specify Julie LaBranche to not confuse with Selectwoman Gilman. Under review board calendar, “town manager submitted self-evaluation, he would like to set aside 6-7” this should state “the chair would like to set aside 6-7PM”.

MOTION: Selectman Clement moved to accept the January 30 minutes as amended. Selectwoman Surman seconded. The motion passed unanimously.

5. APPOINTMENTS

There were none.

7. Discussion Action/Items

a. Voting Equipment for Town Election

Mr. Dean said prior to the last meeting he was contacted by Dana Trahan and Jean Shiner about modifying voting equipment like what was just done for the presidential election. It would be change in the voting process for blind residents. Ms. Shiner and Ms. Trahan provided an idea for fund raising for the equipment that is needed. Jean Shiner appeared before the Board to explain that voting is difficult for people who are blind. She often must have someone enter the booth with her to help her. The town was part of a program for the federal and state elections. This does not include local elections, and she is part of an organization that would like Exeter be a pilot program for local elections. She is requesting that the Board grant them a place to store the equipment, and be the conduit to accept the check to purchase the equipment.

Dana Trahan appeared before the Board to discuss that at least one town election there was one accessible booth available, it was fantastic that the town embraced this when it wasn't mandated. She is just hoping they can work again to have accessible voting in town for all who are visually impaired. Ms. Trahan had the impression after meeting with the Town Clerk, that the Clerk was supportive of the ability to do this it was just a question of funding. Ms. Shiner also mentioned they are following the equipment the secretary of States office recommends. Selectman Chartrand also said the postponement of the meeting meant the town clerk could not attend tonight's meeting. Mr. Dean explained that the ballot has been printed already, the question is getting it keyed into this system and making it acceptable. They would make every effort to do this, at a minimum this is typing in all the ballots. There is also a learning process for the town clerk. Selectwoman Gilman asked about storage, as they are usually in a protected place. Mr. Dean said it depends on the size of the equipment, since this doesn't seem to imposing, at first he may keep it here in IT or the town clerk's office. The Board was in favor of this proposal and having the town fund the equipment. Selectman Chartrand stated that voting being available for all citizens is a fundamental right and needs to be available for all.

MOTION: Selectman Clement moved the Board of Selectman authorize the town manager and town clerk to expand the necessary monies to purchase the hardware for the one for all voting system, Selectman Belanger seconded. The motion passed unanimously.

b. E911 Committee – Numbering Ordinance First Reading

Dave Sharples appeared before the Board, he is the chair of this committee. They were getting a lot of information because the state does a E911 mapping of all the towns, and they just finished Exeter. The state has not issued the review yet but there are some street name and numbering issues that will need to be addressed. The committee drafted a new chapter 14 which was in the memo sent. Selectman Chartrand said he understands that they need to read chapter 14 tonight, and this is an introduction to where they want to go with this. Selectman Clement said this is going to replace the existing chapter 14. It is important because it takes three readings, and the sooner they can get this done the committee can look at the issues. Selectman Clement said this is important for people's safety and the new ordinance defines a very good procedure and a process that allows the citizens to appeal. Selectman Clement

explained that the Selectman are the governing body on these changes. Mr. Sharples said if multiple streets have the same name, examples are Pine Lane, Pine Avenue, Pine Street you may want to change some of these street names. Selectwoman Gilman asked when the Selectman decide to make a change and it has a public hearing on the changes, there is nothing in here on how to notify residents of these changes. Mr. Sharples explained the E911 committee would talk to the residents and explain things to them and if they fill out the voluntary consent form the Selectman would not hold a public hearing. If just one resident does not fill out this form, they will appear before the Selectman to discuss this. Selectwoman Gilman asked about the same street name in two different towns with the same zip code and if this had been discussed. Mr. Sharples contacted the post office about whether Brentwood could get its own zip code and is waiting to hear back. Selectwoman Surman is supportive of this committee, she had a quick question on removing the police department as the enforcer of this. Was this because it was something they did not want to deal with and was this by choice. Mr. Sharples explained that what was happening was there were multiple players involved in making the decisions, they didn't want it being just one but the police were fine with not dealing with this. Selectwoman Gilman said in the ordinances they talk about putting numbers on their building which is not done right now, and is this something they will enforce. Mr. Sharples said this was discussed and they were considering it. Selectman Chartrand confirmed this chapter could be posted to the town website, and this will be discussed again at the next meeting on February 27th and March 13th.

c. 2017 Household Hazardous Waste Day Application

Mr. Dean explained that every year they apply for these funds through the NH DES. They are the lead community for this program. This is to authorize the application and the intent to contract with the NH DES for the purpose for the hazardous waste collection in the first week of October. Selectman Clement said this is a very successful program and this past year was the most successful yet. Some of the money gets reimbursed through donations. Selectwoman Gilman said they are also adding more communities to this program which is great.

MOTION: Selectwoman Surman moved that the Board of Selectman accept the hazardous waste funds and authorize the town manager to enter into a contract with NH DES an execute any documents relative to the 2017 Household Hazardous Waste Collection, Selectwoman Belanger seconded. The motion passed unanimously.

d. River Study Committee

Mr. Dean explained that they discussed this as the last meeting, and he had made up a sheet and they are working on finalizing the composition of this. In the re-constituted committee, there is an opening for a citizen full member and Water Sewer Advisory Committee member. They are also requesting an alternate member with a term to be established. There is also the name change and the committee charge redrafted. Selectman Chartrand said that a question came up wondering if an alternate member was appropriate for this committee. Mr. Dean said they spoke with town counsel on a previous instance where this came up that unless directed alternates were not allowed. Mr. Ingram said that this doesn't bother him at all, his concern is whether they received his complete rewrite on the charge. He would like to take out the alternate and have a vacant citizen opening. There would be 9 voting and 2 nonvoting members. Selectman Chartrand asked if the board had any questions about the rewritten charge. The Board discussed the charge as it was presented and made edits that adjusted the membership as discussed with the removal of the alternate. Selectman Chartrand would like to get a

clean copy of the charge for the next meeting and Mr. Ingram would not be able to attend. Selectman Chartrand asked if they could disband the current committee and immediately reconstitute it with a new name and new group. Mr. Ingram said if it is immediately rebranded he would be OK with this. Selectwoman Gilman agreed that this may be the best route since the opening sentence of the charge seems awkward stating that the Selectman voted to rename. Selectman Clement had worries about process with these types of moves and felt fine with moving forward with the adjustments. Mr. Dean explained that where they are for record keeping their only desire is if someone comes in that this is all very sequential and clear and there are no hiccups in the future. This is all a matter of how the motion gets put together.

e. WWTF Facility—AOC Update

Mr. Dean provided an updated calendar to the Board of the upcoming dates related to this project. He received a phone call from Mr. Jeffers and Ms. Perry, they were exploring changes to technology within the tanks, and the engineers were suggesting they could save between \$250,000 and \$500,000 if they made a change using precast post tension concrete. They sent a letter asking for an extension for the AOC, because of this specification change, and they received the acceptance this month. This pushes the due date for the bids out to February 28th. The meeting for approval would be March 14th. Selectman Chartrand confirmed the bid opening was a week from this evening, February 27th. Mr. Dean explained this is a big project and they cannot quantify how many bids they may get.

6. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There were none

b. Permits & Approvals

MOTION: Selectwoman Belanger moved to approve Athena Lee Bradley for the town hall main floor for the NH DES Operator Training on June 13, 2017 from 8AM-12:45PM, Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve application by Russell Prescott for the town hall main floor for a job fair for February 23, 2017 for set up and February 24, 2017 for the event, time of the event is 10AM-2PM. Selectwoman Gilman seconded. The motion passed unanimously.

MOTION: Selectwoman Belanger moved to approve the application for Hunter Putnam for the health expo for the town hall main floor on April 1, 2017 from 10AM-2PM on, Selectman Gilman seconded. The motion passed unanimously.

This is a banner request for Convenience MD sponsor banners. They are asking banners to be hung at the tennis court, baseball field, and the garden fence links. Selectman Clement asked if all of these were at the rec park, and it was confirmed that they were all at the rec park. Selectman Clement also asked if they have a written and signed agreement between Convenience MD and the Town on the size of the signs and when they should go up or if this would just be a verbal agreement. Mr. Dean said they are not doing a contract per se but this is not just a verbal approval. Selectman Clement said philosophically he is not very happy with advertisements, which he views this as that instead of a sponsorship. Because of this he will abstain from the vote. Selectwoman Surman said in the past there had been discussion on having a contract and she also is not in favor of this and wasn't when it was first proposed.

MOTION: Selectwoman Belanger moved to approve the Convenient MD sponsor banners as depicted by Russell Deans February 10th memo, Selectwoman Gilman seconded. Selectwoman Surman voted nay and Selectman Clement abstained. The vote was 3-1-1.

Selectman Chartrand said the Deputy Tax collector sent a letter to the Board, Great Bay Kids came in to pay their tax bill but they did not have the interest included. Leaving a principal balance due. This is not an abatement, this is approving waiving of interest given that they are still working on their tax status of their building with town legal counsel and the tax office. Selectman Clement suggested that they have Great Bay Kids come in and present this to the Board as a whole. Selectwoman Surman said they never committed to waiving this, they said they would entertain it but never committed to it. Selectman Chartrand said that they had in good faith worked through the process of whether they were nonprofit status. Selectwoman Belanger asked if this had been done in the past, Selectman Chartrand felt this was new territory and that no they had not done this in the past. Selectman Clement said that they can as the Board is the tax collector, and that they may have done this several years ago.

MOTION: Selectman Clement moved that the Board ask a representative from Great Bay Kids to appear before the Board of Selectman to present their case on why they would like the interest waived on their tax bills on these two properties. Selectwoman Belanger seconded. The motion passed unanimously.

c. Town Managers Report

Mr. Dean wanted to thank the DPW for their work during the recent snow storms, they worked incredibly hard over multiple days. Elm Street has been an issue with snow because of the parking situation there. They have tried some temporary things to try to make traffic flow better, but he feels Elm street may come back to the Board because of parking and flow issues. Mr. Dean also received an email from Doug Marino about the transgender resolution, which was passed by the board. Doug Marino asked Mr. Dean about HB478, which is a transgender bill before the state and the testimony is tomorrow at 11AM. He was asking for the town's support for the bill. Selectman Chartrand explained he would personally ask for his name and title to go in support in front of the committee, he was only speaking for himself on this. Selectman Chartrand asked if the Board like to discuss whether the Board would like to support this. Selectwoman Gilman offered to go up there and sign for the Town of Exeter. Mr. Dean explained that in his testimony he mentions that Exeter passed a resolution to this effect. The Board would come back to this after Mr. Dean finished his report. Selectman Chartrand requested that Mr. Dean explain what the town does do with the historical society. It was explained that they have done some maintenance on the old town library in recent years. They are spending about \$6,000 a year for general maintenance on the building. Mr. Dean said they received information back from Kensington on the fire station request from a recent meeting and he would provide this data to the Board. The town report was sent to the printer and there were a lot of extra things that needed to be done and he thanked the Board for their help with this. Chief Shupe just hit his 20th anniversary with the town, also the Swimming and Diving team were state champions and they would be brought to a future meeting.

d. Selectboard Committee Reports

Selectwoman Gilman said that Sea Dog is coming to town, they brought a proposal for signs to the Historic Commission. They are using the whole building and adding a deck on the back. As for the state legislature they had full sessions on Wednesday and Thursday due to the weather. The committee she is on is working on HB 182, this has to do with towns and how they define their default budget, it's been edited and amended many times. This year it was proposed to put a contingency budget item in there,

so if the proposed and default budget failed they would have a second town meeting to vote on a budget. This contingency was awkward and didn't specify how long past a vote they had to propose a new budget. Selectman Chartrand felt that towns did not need the legislature to keep putting their hands on how towns operate, it is already complicated enough. Selectman Clement felt the crucial part of 182 was proposing they have separate warrant article on the default budget. Selectman Clement agreed with Selectman Chartrand that this was complicated and unnecessary. Selectwoman Belanger and Selectwoman Surman agreed. Mr. Dean wanted to mention HB413 on retirement contributions which passed the House, it's now to the Senate.

Selectman Clement attended a presentation in Dover on the storm water presentation on MS4. Which is the storm water sewer separation system. Selectman Clement felt Exeter was well prepared for these new regulations. Between the Planning Department and DPW they will probably be coming to the Selectman for ordinance changes to better prepare for MS4.

Selectwoman Surman explained the conservation commission met, and the full moon snow shoe event had to be cancelled because DPW couldn't plow the site in time. They have a tentative reschedule date for March 4, but because it's been so warm they cannot guarantee this date. The commission was disappointed and they are considering how to work parking in the future for this event.

e. Correspondence

- Letter from Regional Economic Development Center of Southern NH which is asking communities to submit priority projects for the CEDS. This is an important document to get in line for potential funding. Exeter has already participated in this.
- There is also a letter from Comcast on packages and services.

7. Review Board Calendar

There is a meeting on February 27th and Selectman Chartrand would like to start at 6PM to review the Town Manager Review.

There is another meeting on March 13th.

8. Non Public Session

There was no nonpublic session.

9. Adjournment

Selectman Clement motioned to adjourn, seconded by Selectwoman Gilman. The Board stood adjourned at 9:07PM.

Respectfully Submitted,

Jennifer Dionne, Recording Secretary