

Board of Selectmen

1/29/18

6:30pm

1. Call Meeting to Order

Dan Chartrand, Anne Surman, Kathy Corson, Julie Gilman, Don Clement, and Town Manager Russ Dean were all present. The meeting was called to order at 6:30pm by Chairman Clement.

2. Diane Greenhalgh – 165 Kingston Road

The board moved to the Wheelwright Room to discuss this town-owned property, and to conduct interviews for the arts committee and the memorial day parade committee. The meeting was reconvened at 7:00pm.

3. Board Interviews – Arts Committee, Memorial Day Parade Committee

4. Public Comment

Selectwoman Surman updated the public about the parkway. She said that it is under construction, and that vehicles are not supposed to be on the road because it is unsafe. If people walk through, they should stay on the side by the river.

Chris Soutter, a member of the budget recommendations and human services committees, said that she felt that the board of selectmen should manage the meetings better and be more respectful to volunteers of the town. She said that she has seen people kept waiting to speak, and then they are asked to come back to another meeting, or not invited at all.

5. Minutes & Proclamations

a. Proclamations/Recognitions

There were no proclamations at tonight's meeting.

6. Approval of Minutes

a. January 8th, 2018

Chairman Clement suggested that on page 3, in the 3rd paragraph, it be clarified that they are looking for approval to speak to the town attorney. He also suggested that the word "article" should be removed on page 6, in the 2nd motion.

MOTION: Selectman Chartrand moved to approve the minutes as amended. Selectwoman Surman seconded the motion, and it passed unanimously.

b. January 16th, 2018

Chairman Clement pointed out that for one of the articles on page 6, they were asked if by adopting the article they were adopting the RSA. Mr. Dean said that the question has been submitted but not answered yet by the legal counsel.

MOTION: Selectman Chartrand moved to approve the minutes as amended. Selectwoman Surman seconded the motion, and it passed unanimously.

7. Appointments – Planning Board

MOTION: Selectwoman Surman moved to appoint David McGilvary as an alternate member to the planning board, term to expire on April 30th, 2019. Selectman Chartrand seconded the motion, and it passed 3-2-0, with Selectwoman Surman and Chairman Clement voting nay.

8. Discussion Items

a. Lincoln Street Improvements Project Presentation – DPW

Jen Mates, the assistant town engineer, said that the first phase of the project was the water main replacement in 2015/2016 for 1.3 million dollars. In March 2017, a 2.8 million dollar budget was approved for phase two. CMA Engineers did the design work, and Ironwood Design is also working on the project. They are looking to send the project out to bid within the next few months.

Phil Corbett from CMA Engineers, showed the anticipated project schedule. They are planning on sending it to bid in February-March, then constructing from April-December 2018, and possibly in April-May 2019 if it is not completed this year. Some of the objectives include a complete street design for better accessibility and comfort for all users. They are also considering safety, function, and aesthetics. They want to limit the impacts to parking, while creating a gateway to the town from the train station. Also, they are planning on utility improvements and limiting the impact from stormwater runoff. There are three distinct areas: residential, commercial, and school areas.

Jennifer Martel, of Ironwood Design, showed the board the commercial area. They want to focus on pedestrian comfort and safety, and increasing ADA compliance. They will also increase storefront visibility and improve parking on Daniel Street. The site plan includes widening the sidewalk, adding loading zones, defining parking, adding new crosswalks, and adding parallel parking and a gateway plaza. She also showed a cross-section of the proposed additions to roadways, and the enlargement of the gateway plaza, which will include planting beds and long benches.

Mr. Corbett talked about the school zone. He said they plan to improve the amount of space in front of the school to expand the sidewalk, and to create better stormwater management. They will add new trees, add a tabled crosswalk, a new ADA parking spot, and potential municipal parking. The tabled crosswalk gives more priority to pedestrians and improves visibility.

Ms. Martel showed pictures of the various paving options for the plaza and school crossing. She then moved on to the residential area, which also includes the church. They want to replace curbs and sidewalks, make crossings ADA accessible, and stripe the parallel parking. There will need to be some street tree replacement to avoid touching power lines. The Front Street intersection will be improved to add visibility.

Selectwoman Gilman asked about the winter parking ban, and also asked about how the beginning of school will affect the timeline. Mr. Corbett said that in the last project, they restricted machinery operation to follow pick-up and drop-off times within the school zone. They would like to get a lot done during summer vacation. Selectwoman Corson asked what was happening with the trees. She suggested using the red paving to define the space in the plaza, and also liked the lighted bollards to

reduce the chance of plows hitting them. Mr. Corbett said that they will use a filtered system to reduce stormwater quantity and quality. Rain gardens could be an educational opportunity with the school.

Selectwoman Surman would like to finish construction in one season to reduce the impact on businesses. Chairman Clement said that he thought that they should let the residents of the area vote on the color for the paving. He also asked if the Daniel Street residents had input on the parking there. Mr. Corbett said that they didn't have a lot of concern around the business area, where the work will be done.

Denise Landis said that she thinks the project looks beautiful. She likes the red paving and solar lighting because it will help to give low lighting at night while not adding to light pollution. She suggested they look into burying power lines so that they would not have to cut down trees. Mr. Corbett said that the cost was not feasible for the project's budget, and that they would replace trees taken down with shorter trees.

b. EXTV Use Proposal – Town Hall “Band Room”

Bob Glowacky said that the EXTV team is looking for new office space so that they are able to separate the IT and TV offices to improve efficiency and public appearance. He showed the board a picture of the office space which is currently shared. The band room in the town hall is generally unused and is being used for storage. The room already has internet installed, and could be rearranged. He showed a potential design for the space. They would add desks for video editors, and create a welcoming space for meeting with citizens about their shows, as well as adding shelves for TV and AV equipment. The estimated cost would be about \$4,000. It would take a few weeks to two months to get the space set up.

Selectman Chartrand said that the space would be a good use for the idea. Denise Landis, who launched a digital magazine called The Cook's Cook and is filming a new TV show with EXTV. She said that she will be promoting Exeter through her large social media following and thinks that the idea for the new space is great as she continues to work with EXTV.

Selectwoman Surman asked where the sheet music that is currently in the band room would go. She also asked how many staff are employed by EXTV. Mr. Glowacky said that the board would discuss what to do with the music. The majority of it is stored in file cabinets currently. The \$4,000 would be taken out of the cable TV fund. The staff varies because of a lot of students are seasonal, they usually have around 5 people working a maximum of 29 hours a week. Selectwoman Corson said that it is a great idea to use the open space. Mr. Glowacky said that the editing computers and things in the town office building would stay the same, and the Channel 22 server and camera controls would stay.

Selectwoman Gilman said that she thinks that the IT and TV department need space to diverge, although she is concerned about what to do with the music. Some of it may still be under copyright, and they could donate that the schools. Some might be as old as the civil war period. They could give away rights to borrow and purchase the music. Or, they could organize it better and move it into another space like the basement of the town hall. Chairman Clement said that he wants to move the music temporarily until they can find a good space for it. He said that he thought the budget might be too low, and suggested a higher budget of \$10,000.

Mr. Dean brought up the editing capacity of the current space, and that it would be a good idea to have additional space for that. It would boost productivity, and they could also use the stage in the town hall for production in the future.

MOTION: Selectman Chartrand moved to approve a budget of up to \$10,000 from the cable TV fund for this project, pending securing a new location for the sheet music. Selectwoman Gilman seconded the motion, and it passed unanimously.

c. RSA 79-E – Vino E Vivo– 129 Water Street

MOTION: Selectman Chartrand moved to open the public hearing. Selectwoman Gilman seconded the motion, and it passed unanimously.

Tony Callendrello, the owner of 163 Water Street C-1, bought the consignment shop in November 2017 and plans to open a wine bar and restaurant. He worked with Darren Winham to possibly restore the space to a historical look. It was re-finished in the 1980's. He would like the relief of 79-E, because he will be putting in \$104,000 of improvements. The space is valued at about \$107,000. It is in the historic district, and would contribute to economic development, increase foot traffic, and would also improve safety down the staircase because of lighting improvements. The mechanical systems are old, and he will be replacing all of it with new heating, lighting, and air conditioning to improve energy efficiency. He is requesting a 7-year abatement.

Selectman Chartrand asked if the abatement would be on the increased valuation of the property, not on the base value. Chairman Clement confirmed that it would be. Mr. Winham said that he believes it meets the requirements for public benefit. Mr. Callendrello said that they would want to start the construction as soon as possible, and would like to open by the May 2018. Mr. Winham said that the board has 45 days to make their decision, and that the assessment of the property might not go up a lot because most of the changes would be made to the interior.

Nicholas Gray said that he supports the project and the application, and thinks that it passes all the requirements for 79-E relief. He thinks that the wine bar would be a great addition to downtown.

MOTION: Selectman Chartrand moved to close the public hearing. Selectwoman Gilman seconded the motion, and it passed unanimously

Mr. Winham said that the application would just be looking at this one unit, and that it would not overlap onto other properties within the split building. Selectwoman Gilman asked where they would put the ventilation systems. Mr. Callendrello said there would be no open flames, because the menu would just be small plates. He has worked with the fire department, and would not need a hood. There are already some vents in the wall. Selectwoman Surman asked if not receiving the 79-E relief would prevent him from completing the project. Mr. Callendrello answered that it would greatly impact the project, but that he would still go forward with it.

Selectwoman Surman thought that the term should be less than the requested 7 years, because it is a small project. Selectman Chartrand said that he thought it met all criteria, and that there is nothing in the definition about external vs. internal projects. He thought that 7 years was reasonable term. Chairman Clement was concerned that the project was simply renovation and not rehabilitation, and was also not sure if it fit into 79-E relief. Selectwoman Gilman said she thought that it counted as

rehabilitation, because the alternative would be to build a new structure. Mr. Callendrello would be refilling an empty space which is currently not being used. Selectwoman Surman pointed out that the property was a viable business until very recently, and also was not sure about the qualifications for 79-E.

The board also brought up the concern that the property is part of a larger structure that is split up, and the 79-E language makes it seem that only separate buildings are qualified. Mr. Dean said that when the legislation was introduced, it was meant to be used in a flexible way by governing bodies. He also said that most of the 79-E relief granted has a term of 5-7 years. Selectman Chartrand said that he didn't want to limit the relief to standalone buildings, because so much of Exeter's downtown consists of buildings divided up into smaller properties. Selectwoman Corson agreed with this sentiment. Mr. Gray asked if the assessment would be held static at 2018 rates. Chairman Clement said that if they grant the relief, the assessed value would stay the same until the relief period expires.

MOTION: Selectwoman Gilman moved to approve the 79-E application for VINO e VIVO by Tony Callendrello, stating that it meets all the requirements. Selectman Chartrand seconded the motion, and it passed 4-1-0, with Selectwoman Surman voting nay.

MOTION: Selectwoman Gilman moved to approve a tax assessment relief period for VINO e VIVO for a period of 5 years, beginning on the completion of construction, as well as a 2-year relief for the qualification of the historic district location. Selectman Chartrand seconded the motion, and it passed 4-1-0, with Selectwoman Surman voting nay.

d. Epping Road TIF Agreement

Chairman Clement said that the town had a potential agreement with Mr. Shafmaster, and that the town attorney has been reviewing it to make sure the town's interests are protected. It will be given back to the board soon. The work on Epping Road cannot begin until April.

e. Public Hearing: 2018 Grant Acceptances

MOTION: Selectman Chartrand moved to open the public hearing on this issue. Selectwoman Corson seconded the motion, and it passed unanimously.

Mr. Dean said that sometimes grants are received at different times of the year, and that the purpose of this was to set up one public hearing for any grants received during the year.

MOTION: Selectman Chartrand moved to close the public hearing on this issue. Selectwoman Corson seconded the motion, and it passed unanimously.

9. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

MOTION: Selectwoman Corson moved to approve veteran's credits for map 62, lot 66 for \$500. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve disability exemption for map 62, lot 66 for \$2,000. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve veteran's credits for map 68, lot 6, unit 726 for \$500, and map 72, lot 106 for \$500. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve disability exemption for: map 64, lot 105, unit 47; map 95, lot 64, unit 80; for \$125,00 each. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve elderly exemption for: map 55, lot 24; map 71, lot 106; map 104, lot 79, unit 108; and map 104, lot 79, unit 954, each for \$152,251. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve elderly exemption for map 80, lot 6, unit 41; map 64, lot 21; map 95, lot 64, unit 237; map 95, lot 64, unit 160; each for \$183,751. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve elderly exemptions for map 104, lot 79, unit 219; map 104, lot 79, unit 604; and map 71, lot 3; each for for \$236,251. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve solar exemption for map 73, lot 21, which does not currently have a value. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectwoman Corson moved to approve water/sewer abatement for 40 Hampton Road, C-20, for \$140.36. Selectwoman Surman seconded the motion, and it passed unanimously.

b. Permits & Approvals

Sarah Martin of the Prescott Park Organization requested the use of the town hall stage for rehearsals from November 19th-25th, and December 3rd-19th. Mr. Dean said that it conflicts with another planned event, but that the groups are working together to share space on the days that they overlap. The Festival of Trees, also, will be on December 6th and 7th, and they will not conflict with each other.

MOTION: Selectwoman Corson moved to approve the use of the town hall by the Prescott Park Organization on November 19th-25th, and December 3rd-19th. Selectman Chartrand seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town hall stage for the congressional district forum by Joseph Sweeney from 5-8pm on March 3rd, 2018.

MOTION: Selectman Chartrand moved to approve the use of the town hall by James Defree for the Pine Street Players from November 1st-November 20th. Selectwoman Gilman seconded the motion, and it passed unanimously.

MOTION: Selectman Chartrand moved to approve the use of the town hall and the bandstand for the TEAM equinox fest, on September 21st-23rd. Selectwoman Gilman seconded the motion, and it passed unanimously.

The board said that they will need input from public safety about the road closure and parking requests from TEAM for this event.

MOTION: Selectman Chartrand moved to approve the use of the town hall for the Exeter Area Chamber job fair from March 14th-15th. Selectwoman Gilman seconded the motion, and it passed unanimously.

c. Town Manager's Report

Mr. Dean said that they are approaching town report time, and will be getting a lot of reports in. They are in the process of preparing for the deliberative session on Saturday. The warrant information is on the website. They also have a special block on the website for town meetings on the front page. He recognized the efforts of the police department who have caught the bank robber that was local. The breach analysis for the Pickpocket Dam will be available for comment on website. The energy committee is reformed and has begun an LED streetlight project. The conservation commission has a property lined up to be a donation to town. 18 Garrison Lane was sold for \$148,500, the town was able to total \$135,000. He also thanked everybody for participating in the small business revolution, and recognized Darren Winham's efforts as well. Selectwoman Gilman suggested adding something to the website about the small business revolution on the front page.

d. Selectboard Committee Reports

Selectwoman Gilman said that she had nothing to report this meeting. Selectwoman Corson said that the planning board had a meeting, and went through the master plan. They will be adopting it at the next meeting. They also did a lot line adjustment, and had a discussion about the Rose Farm subdivision. Selectwoman Surman also said that she had nothing to report at this meeting.

Selectman Chartrand said that Horsley Witten attended the planning board meeting about the master plan, which he was pleased to see. He said that he was very proud of everybody who had worked on the master plan.

Chairman Clement said that he had a river meeting, and they were presented with a breakdown of costs associated with the dam removal. It cost roughly \$2,000,000, and the town received about \$1,000,000 in grant money. They also had a presentation on section 106 for the historic aspect of the dam, and some displays of the glass etching and mockup of the panel for the dam. They were also updated on the letter of map revision, which was sent to FEMA. They also had some retirements in public safety, and he attended the opening of the new field house at Phillips Exeter.

e. Correspondence

There was a letter from Dave Sharples about the renaming of the streets by the E-911 committee. They had already done some and will have a public hearing to get a gauge of public opinion. Selectwoman Gilman asked if the proposal could be amended at the public hearing, instead of having a second public hearing.

Seacoast Family Promise and Big Brother, Big Sister both sent a letter thanking the town for their gift from the human services fund.

There was a letter from Lindt/Sprungli about installing a deduct water meter on the cooling tower makeup. It has been sent to public works for their input.

There was also a letter from XFINITY notifying the town that they are changing their fees.

10. Review Board Calendar

The deliberative session is at 9am at the Exeter High School on February 3rd. The board members will speak to specific articles, and then the budget will be presented by Mr. Dean. The citizen's petitions are not presented by the board.

The next regular meeting will be on February 5th.

11. Non-Public Session

There was no non-public session at this meeting.

12. Adjournment

MOTION: Selectman Chartrand moved to adjourn the meeting at 10:00pm. Selectwoman Gilman seconded the motion, and it passed unanimously.

Respectfully submitted by recording secretary Samantha Cave.