

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

September 12, 2011

1. Call Meeting to Order

Chairman Robert Aldrich called the Board to order at 6:45 pm in the Wheelwright Room of the Town Office Building to interview a candidate, Elise Kesseli, interested in becoming a member of the ZBA or Planning Board. He then reconvened the meeting at 7:00 pm in the Nowak Room of the Town Office Building. Other members of the Board present were: Selectman Frank Ferraro, Selectman Matt Quandt, Selectwoman Julie Gilman, Selectman Don Clement and Town Manager Russ Dean.

2. Public Comment - None

3. Minutes & Proclamations

a. Regular Session Minutes of August 22, 2011

Mr. Ferraro pointed out that he abstained from the vote to refer the solar array bid to the Energy Committee for review on page 8. Vote tally should be 3-0 with one abstention instead of unanimous.

Mr. Clement moved to approve the Regular Session Minutes of August 22, 2011 as amended. Mr. Quandt seconded. Vote: Unanimous

b. Special Session Minutes of September 1, 2011

Ms. Gilman moved to approve the Special Session Minutes of September 1, 2011 as presented. Mr. Ferraro seconded. Vote: Unanimous

c. Special Session Minutes of September 6, 2011

Mr. Clement moved to approve the Special Session Minutes of September 6, 2011 as presented. Ms. Gilman seconded. Vote: Unanimous

4. Appointments - None

5. Departments Reports – Police, Assessing, DPW

Police Chief Kane said that the Police and Fire Departments worked on the Emergency Management Center to have everything prepared and ready for Hurricane Irene which turned out to be Tropical Storm Irene. They are gearing up for their next prescription drug take-back program which will be on October 29th. He will update the Board and the public as the date gets nearer as to the exact time and location for this event. These drug take-back programs have been very successful. Chief Kane wished to remind everyone that schools are now open. The Police had a strong presence at the opening of all of the schools in Exeter and things went very well. They will be participating in the Chamber's Fall Festival with a booth where their juvenile officer will be doing some DNA for children and fingerprint kits if parents so choose. They are down to 43 unregistered dogs.

Mr. Clement commented that he was very impressed with the hurricane preparations. Everything that the Fire Department, Police Department and DPW did to prepare for the storm was very well organized.

Mr. John DeVittori said that approximately 300 building permits have been field reviewed this spring and summer. These properties have been revalued to reflect the improvements to those properties. This

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new growth added assessed value to the tax base of about 16 million dollars which equates to \$ 393,000 in cash using the 2010 tax rate. This year the Assessing Office is undergoing an Assessment Review Year by DRA which occurs every 5 years for each municipality in the State. Representatives from the DRA continue monitoring and auditing the different functions of the Assessing Office to see if the Town complies with the proper assessment guidelines established by the State's Assessing Board. The report from this process will be distributed after the first of the year, probably next Spring. He recently analyzed data for an appraisal of Fairpoint Communications concerning the new State provision that poles, wires and right of ways for telephone companies are taxable in the State of NH. He has done some background research and come up with a preliminary figure for taxing Fairpoint for 2011.

As of July 1, 2011, the Registry of Deeds in our county has changed their policy of sending monthly deed transfers as paper copies to all municipalities. This saves the county postage, copy paper and labor costs. The Assessing Office must now read all of the deeds on line, pick and choose the ones that pertain to Exeter, print them out and process them onto the Vision assessment records. This new procedure is going to add quite a few extra hours to the Assessing Clerk's office responsibilities. They have received the updated tax maps as of April 1, 2011 and these will be put on line for the public to access. Selectwoman Gilman asked if the DRA audit looks at the personnel level in the Assessing Office and Mr. DeVittori replied in the affirmative.

Jennifer Perry said that the DPW was involved with a lot of preparations well in advance of Hurricane Irene. The department takes the safety of the Town and its employees very seriously. There was a municipal employee in Rutland City, Vermont who was killed while performing his duties during the storm. They have several large scale projects underway right now. Ms. Perry is happy to report that the design for the Norris Brook culverts has been awarded to CMA Engineers. The Water Street Interceptor project is going out to bid within the next few weeks. The design for the Jady Hill utility improvements has been completed by Wright Pierce Engineers. There was a Jady Hill neighborhood meeting last week at the Town Hall which was well attended. Construction will start on that project shortly. There will be a public meeting this Wednesday night at 7:00 pm at the Town Hall regarding the Great Dam Removal Feasibility Study.

6. Discussion/Action Items

a. New Business

i. Crestview Drive Speed Limit Request

Chairman Aldrich read a letter received from several residents of Crestview Drive requesting a change to Town Ordinance Chapter 2, Number 202 which would limit speed on Crestview Drive to 20 MPH instead of the implied un-posted 30 MPH. Subsequent to the letter, the Police Department has conducted a speed survey on Crestview Drive using stealth radar on two occasions in August.

Chris Zigmont, Crestview Drive resident, provided some statistics on pedestrian survival rates, injuries and car crashes at various speeds. He noted that there are many children on the street and asked them to consider the risks.

Chief Kane explained that the speed limit cannot be reduced to any lower than 25 MPH under current RSA's. Crestview Drive is considered an urban residence district and as such the road is deemed to have a 30 MPH limit. This can be lowered to 25 MPH by local authorities with a valid traffic study such as the one they have done. The speed study that the Police Department conducted recorded 4,627 vehicles. Minimum speed was 10 MPH and maximum speed was 45 MPH (for one vehicle). Average speed for all vehicles was 19.86 MPH. Chief Kane endorses a speed limit of 25 MPH on this street and recommends placing 25 MPH signs accordingly. He said that the statistics support this.

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Ms. Gilman asked why there are two streets in the Town Ordinances with a speed limit of 20 MPH. Chief Kane said that this was done before his time and it is pretty much unenforceable. Mr. Dean pointed out that the standard procedure for amending town ordinances would need to be followed if the Board chooses to change the speed limit on Crestview Drive.

Alex Reynolds, Crestview Drive resident, inquired about sign placement. Jay Perkins said that they would place a sign at each end of the street about 40 to 50 feet back from the intersection. Mr. Reynolds inquired about the future process for speeders. Chief Kane said that the best way to handle it would be to call the Police Department and report when there are speeders at certain times and the Police Department can send an officer out. Chairman Aldrich suggested redoing the speed survey in perhaps 6-10 weeks time. Chief Kane said that they could absolutely do this. Mr. Reynolds asked which RSA prohibits setting a speed limit lower than 25 MPH. Chief Kane referred him to RSA 265:63.

Selectman Ferraro moved to begin the process to change the ordinance to 25 MPH on Crestview Drive. Selectman Quandt seconded. Vote: Unanimous

The Board recessed at 7:29 pm and reconvened at 7:35 pm.

ii. CIP Project Reviews

Jennifer Perry and Michael Jeffers were present to provide an overview of the following 3 proposed CIP projects for 2012: 1) Groundwater treatment plant 2) Water meter replacements 3) Water treatment plant waste stream reduction project.

Ms. Perry said that the proposed groundwater treatment facility at a cost of 6.35 million dollars would provide a centralized treatment for 3 of Exeter's groundwater supplies: Gilman well, Stadium well and Lary Lane well. Two of these wells (Gilman and Stadium) have recently been rehabilitated. Lary Lane well has low levels of arsenic. The current water supply system for Exeter consists of surface water and some ground water. The surface water treatment plant is located at the reservoir. They also treat water from the Exeter River which is pumped from the river over to the reservoir. In 2003 DPW proposed a new surface water treatment plant at a cost of approximately 17 million dollars which did not pass two years in a row. After that time they reconsidered the use of groundwater which is typically a cheaper source of water and easier to treat. Since then they've been working closely with Weston and Sampson engineers to determine what would be the best treatment options for Exeter's groundwater supplies. They have determined that both the Gilman and Stadium wells, which have been off-line for over 20 years, are relatively easily treatable for iron and manganese using current technologies. Lary Lane well's low levels of arsenic can also be treated.

They have applied to the NH DES Revolving Loan Program and this project has been identified as one of the top priority projects for the State. It is a green project and would qualify for 20% loan forgiveness which would equate to a savings of 1.27 million dollars. It would be a huge improvement to Exeter's current system because it would integrate both groundwater and surface water and thus diversify water supplies. Exeter would no longer rely on solely one source of water. It would also treat the iron and manganese and resolve the Lary Lane arsenic issue.

At this point in time they have not yet determined the final site for this water treatment facility. They have been talking about two very viable sites: Gilman Park and Lary Lane. They are still working with town attorneys to finalize the Gilman site as town property. Discussion ensued about the two possible sites and potential impacts to Exeter's water supply if this proposed treatment facility were built. Ms.

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Perry said that Gilman Park is slightly less expensive and is the preferred location. The estimated amount of water that Exeter would get out of all 3 wells combined would be about 1 million gallons per day. Mr. Ferraro asked if the wells could become the primary source and surface water the backup source. Ms. Perry replied that this would have to be carefully considered and noted that they would have to make sure that they did not over-utilize the groundwater supplies. Mr. Aldrich commented that this did not pass this year by a very small margin and some of the feedback indicated that people wanted a definite location. Mr. Dean said that they are making progress in court with the Gilman Park land conveyance and suggested that for the moment the Board consider the two sites equally. Ms. Perry said that they would still need a concept layout design for the Lary Lane site which would take about 4 weeks for a consultant to create. Mr. Clement has concerns with the Gilman Park location. Several Board members expressed hesitancy to bring this to the warrant without a specific location. Chairman Aldrich will put this on the agenda for a meeting sometime in October for a discussion on determining the location. Ms. Perry will get the Board the information needed to make that decision.

The water meter replacement CIP item would replace all of the Badger water meters and remote readers still out in the system with Neptune radio read models. Some of the older meter readings as compared to the remote readings can have large differences which is unaccounted for water usage. Water runs through the meter but does not get registered on the remote. Also, over time as these meters get old they slow down and don't register the full amount of water going through. The ages of these meters range from 1970 up to some that are very current. Replacing all of the older meters will improve revenue capturing. The new meters do not have remotes, but rather have a radio read that is picked up by the meter reader as she drives through the neighborhood. The resident can also access their water usage information from the Town website. It is the hope that this will also lead to more water conservation and quicker discovery of leaks.

This is also a top-ranked project on the NH DES green priority list. They have been advised that this would be eligible for funding next year with a 20% loan forgiveness which equates to a savings of \$150,000. DPW feels that this is a very important project for the water and sewer department. There would be essentially little to no rate impact because revenues will increase when the true amount of water usage is captured and this revenue increase should cover the debt payment on the project. Mr. Dean said that this project must be put on the warrant as a bond article in order to qualify for the SRF loan funding even though it will pay for itself over time.

The waste stream reduction at the water treatment plant would impact the wastewater treatment facility as well. A large amount of wash water is used during the water treatment process which is all wasted. Currently up to 15-25% of raw water flow into the water treatment plant winds up at the wastewater treatment plant. This also contributes to CSO's. This project would entail using existing lagoons adjacent to the reservoir to recycle wasted water and chemicals. Over time the clearer water at the top would be reintroduced into the head of the water treatment plant. It is partial recycling and would not be 100%. This project would also reduce electrical costs and decrease chemical usage. This is another top ranked project on the NH DES green project list. It would be eligible for an SRF low interest loan and 20% debt forgiveness which would equate to a savings of \$57,000. Mr. Ferraro inquired about the rate impact and Ms. Perry felt that rate impact would be minimal but would depend on the scheduling of everything. Mr. Dean pointed out that this would also need to be a bond article in order to participate in the SRF loan program.

iii. Ordinance Amendment: Chapter 18 Life Safety and Fire Prevention Code

This proposed ordinance amendment, which was talked about at the last Board of Selectmen's meeting, would add language requiring key vaults (knox boxes) at some buildings in Town depending on their

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type of fire alarm system. There will be a third reading of this proposed amendment at next week's Board of Selectmen's meeting.

iv. Ordinance Amendment: Chapter 13 Fire Safety Regulations

This proposed ordinance amendment, which was discussed at the last Board of Selectmen's meeting, would require exterior identification of all structures in Town that have pre-manufactured building components. There will be a third reading of this proposed amendment at next week's Board of Selectmen's meeting.

v. Snow/Ice Policy – DPW

Ms. Perry said that the current snow removal and ice control policy had not been updated for many years. Jay Perkins has done the research and work needed to update this policy which is an important part of their operations. You can watch a video on YouTube by typing in "Exeter Public Works Snow Removal Operations. This video also plays on Channel 22.

Mr. Quandt inquired about rumors that the State will not be plowing some secondary roads due to budget cuts this year and asked how that would impact their operations. Mr. Perkins said that they are watching that right now and waiting to see how severe the cuts may be before determining a possible course of action. Mr. Aldrich said that his understanding is that the State may change plowing intervals.

Mr. Perkins said that the new policy no longer covers damage to mailboxes, fences and similar property caused by weight of snow being pushed against them. The new policy will only cover damage if they are physically hit by the plow. There is also a change in the level of service. They will start plowing after 2" of snow accumulation and do not have a bare road policy.

Mr. Ferraro offered several minor editorial comments. Mr. Clement was concerned about the change to no longer reimburse residents for damage due to snow weight. Mr. Perkins said that this policy mirrors the State DOT policy. Mr. Dean will see that the new policy is put on the website. There will be a 2-3 week comment period and then they will bring it back before the Board for a final read.

b. Old Business

i. Fire Department Fee Schedule

Fire Chief Comeau was present at the last Board of Selectmen's meeting to talk about increasing fees for Fire Department services. Since that meeting the proposed new fee schedule has been posted in the newspaper as required on September 2nd. Chief Comeau provided a summary of the proposed fee schedule. He highlighted new fees and explained the reasoning for changes.

Selectman Ferraro thanked the Fire Department and the Police Department for the well-planned and moving 911 ceremony held on Sunday. He asked what the estimated additional revenue would be for ambulance runs under this new schedule. Assistant Chief Ken Berkenbush said that he is currently working on pricing with Certified Ambulance Group out of Connecticut and doesn't have any hard numbers yet. However, the forecast number using last year's figures came out around an estimated \$ 100,000 increase in revenue.

Mr. Ferraro moved to accept the Fire Department's proposed fee schedule. Ms. Gilman seconded. Vote: Unanimous

ii. Tax Deeding Update

Chairman Aldrich explained that there is a list of properties in Town eligible to be deeded under the

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State laws governing liens and deeds. The property owners have been advised that the date that will happen is October 31st. The Board had previously requested information on properties not eligible for deeding under exemptions allowed under State law. Kelly Geis has been working on a list of properties with potential liabilities associated with condo fees, lot fees, lot rents and similar costs.

Mr. Dean said that the list is down to 75 deed eligible properties. The intention is to move forward with the list as is and the recommendation would be to execute the deeds. They will have to engage the parks as far as the tax sale provisions of the law to structure it in such a way that the Town can recoup its taxes as permitted by law. They will try to work with the parks to recover lot rents where they can. They will also probably have a list of recommended justice sales so it will be a bit of a mix. The only exception that he would see would be if there were any CERCLA issues or issues where there was a significant carrying liability.

Mr. Aldrich said it is his understanding that several of these park properties are vacant and should be demolished so there are liabilities and costs associated with these as well. They will have to look at this property by property over the course of the next several weeks. Mr. Ferraro said that a few of the property owners that he has met with have relatively recently realized that they are eligible for exemptions going forward. They have applied for the exemptions but unfortunately the arrears still have to be dealt with. He asked if these owners are aware that there is a repurchase option as described under item # 6 of the Tax Deeding Process where they can approach the Town with a proposal. Mr. Aldrich suggested that they may want to communicate with the property owners still on the list again in some fashion to let them know what the next steps are in this process. The Board needs to decide if they take properties on October 31st whether their plan is to go through the eviction process or to manage them as landlords. The Board can allow the option described in item # 6 in lieu of eviction if they so choose. The repurchase agreement option includes penalties and is a more expensive option. Mr. Ferraro pointed out that if they do evictions these people may end up seeking assistance from the Town which adds cost in another way. The Board will have more discussion about this in the near future.

iii. Town Website Update

Mr. Ferraro and Mr. Clement have been working with department heads and other interested parties to get feedback on changes and upgrades to the Town website. Mr. Ferraro said that they are working with an outside designer to develop some options that the Board can look at. They have talked to just about all of the departments and gotten some good input. Each department will structure their own site and each has been asked to come up with the number of pages that they will need to have. They should have some preliminary options for the Board to look at within a few weeks. Mr. Ferraro said that they may need to ask the Board for some funding to have an outside party code the website and tie in all of the pages.

iv. Water/Sewer Rates Group Update

Mr. Dean said that the Water and Sewer Rates Group met the last week of August and had a lot of good discussion. The group reviewed a lot of information. After quite a bit of discussion, there was a consensus to recommend dropping the service fee from its current \$ 28 per quarter per fund (\$56 total) to \$10 per quarter per fund (\$20 total). It was noted that the \$ 56 quarterly service fee is higher than comparable municipalities and this drives the fixed cost portion of the bill higher. This would save ratepayers \$36 per quarter off their current bills and would be in effect until further notice.

Mr. Clement stated that they have recouped around \$400,000 from back-billing and rate relief has been the ultimate recommendation from the rates group. It was agreed that dropping the service fee was the cleanest way to do this. Mr. Dean said that this would be maximum impact and people would see their

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bill drop very quickly. This does not account for consumption so it would be necessary to put a disclaimer on that.

Mr. Ferraro said that there is a total of about 1.3 million dollars that they will have collected this year which is unanticipated revenue. In discussions with Mr. Dean about the approach this would use up about \$400,000 to \$ 500,000 of that amount if it went forward. This 1.3 million is revenue that is really based on usage whereas the reduction to \$ 10 per quarter is just a flat fixed charge. If you are a very large user you contributed a lot to that 1.3 million but you are getting the same as a part-time summer resident or very small household. This doesn't seem to be quite equitable and so Mr. Ferraro is not inclined to support this concept. He feels that it needs to be a consumption based reduction or rebate.

Jim Tanis said that there were some minority opinions about this on the water and sewer rates committee and this was not a unanimous decision. The \$400,000 is not the Town's money. It belongs to the ratepayers and the objective of the Town should be to return the money to the ratepayers as fast as possible. The only way to return the money equitably is to cut the variable rate over a period of not more than 6 months. The service charge covers fixed overhead costs which are very real and don't go away. Mr. Dean said that inequities exist in the system as it is right now and gave the example of large multi-unit apartment or condo complexes that have only one meter and therefore only one service fee while having multiple users.

Ms. Renee O'Barton agrees with Mr. Tanis completely. She also feels that none of the 33 affected accounts that were under-billed for years should see any of this rate relief because they already got some substantial forgiveness on their bills. Brian Fieldsend would like to see a return to a flat rate. He feels that the current system is not equitable and he has overpaid by thousands of dollars over the past years.

Brian Griset handed the Board a multipage document that he said was an analysis/interpretation of what has transpired with water and sewer rates and the errors over the past year and a half and also going back over 8 years. He pointed out that he was a member of the previous water and sewer advisory committee several years ago and did much research at that time. He is disturbed that his ability to analyze the current situation is being questioned. Mr. Griset said that he spent over 6 months on the water and sewer rates subcommittee developing the rate model that the Town currently has today after looking at over 22 different models/scenarios. Mr. Tanis and Mr. Eastman were also on that particular subcommittee. The fixed charge was specifically set up per the recommendations of the rate model to cover administrative costs and stabilize income. The fixed charge was not to rely upon variable costs based on variable usage. He has been in disagreement with Mr. Dean about the fixed charge for several years, but understands that it is a philosophical difference. He feels that Mr. Dean should not make comparisons with Portsmouth as an example because their system is 3 times larger than Exeter's. Portsmouth does not charge the charges of administration and neither does any other town referenced in the comparison. Also, the rate information referenced is outdated. It is not a matter of whether it is equitable or fair but the issue is what are the costs, how do you recoup them and how do you maintain control over whether the administrative costs are out of control. He said that with regard to the rebate there are 4 baskets of money to be considered. Mr. Griset was opposed to the proposal that Mr. Dean was presenting tonight and believes it to be inequitable. He feels that Mr. Dean is trying to move away from the quarterly fixed charge which truly reflects the cost of administration. It is false that the 3 tier system is creating a bonus for large users and they are entitled to get back the money that they were over charged.

Mr. Dean said that they have a 2 million dollar budget in the Water Fund and a 1.7 million dollar budget in the Sewer Fund. In either fund the administrative overhead pieces that Mr. Griset was talking about

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are about \$ 44,000 per year. The system was set up so that the more you use the more you pay. Bob Eastman stated that he doesn't understand how Mr. Dean arrived at a fixed cost number of \$44,000 per year for each fund.

Chairman Aldrich summarized the 3 potential courses of actions identified regarding this: 1) Reducing the service fee as per the recommendation of the rates subcommittee 2) Go back and get a recommendation on reducing the variable rate 3) Research the cost and logistics of analyzing and calculating a rebate for each account. Board discussion ensued about these options and their potential implications. Mr. Fieldsend asked if town employees who collect water and sewer payments are bonded or have any insurance on them and if this could be looked into. Mr. Griset said that a simple solution would be to institute a credit on the bills by adding one line to the billing software. The Board agreed that the Town staff should go back and calculate a credit for each customer. The credit will be based on the customer's usage with the total amount of money to be credited to come from the two "buckets" associated with the underbilled accounts, i.e., the funds from the corrective bills and the 2011 incremental revenue from the previously underbilled accounts.

7. Regular Business

a. Bid Openings – None

b. A/P and Payroll Manifests

Mr. Ferraro moved to approve an accounts payable warrant for checks dated September 9, 2011 in the amount of \$ 284,337.95. Mr. Quandt seconded. Vote: Unanimous

Mr. Ferraro moved to accept a weekly payroll warrant for police longevity pay for checks dated September 7, 2011 in the amount of \$9,840.00. Mr. Quandt seconded. Vote: Unanimous

Mr. Ferraro moved to approve a weekly payroll warrant for checks dated September 7, 2011 in the amount of \$158,575.86. Mr. Quandt seconded. Vote: Unanimous

c. Budget Updates

Mr. Dean requested a one week extension on the budget to September 26th.

d. Tax Abatements & Exemptions - None

e. Water/Sewer Abatements - None

f. Permits - None

g. Town Manager's report

Mr. Dean said that for the first time ever last Friday night they were able to broadcast the Blue Hawks game live on Channel 13. If you missed it you will be able to see future broadcasts. He reminded viewers that Household Hazardous Waste Collection Day is October 1st. He expressed gratitude to the Police and Fire departments for the 911 ceremony held yesterday. Lieutenant Matheson is an excellent bagpipe player. The first Exeter Stratham water/sewer meeting was held last week. The Jady Hill neighborhood meeting was held last week. Wright Pierce engineers were present and it went very well. They got a low 5 year rate quote of 2.49% interest rate on the SCBA equipment lease which means the

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payment will be on a 5 year basis instead of seven. The first year payment will be \$ 49,810.79. Since they were budgeted close to \$62,000 they will see substantial savings on this which is good news.

h. Legislative Update – None

i. Selectmen's Committee Reports

Selectman Ferraro said that work on redesigning the website is ongoing. Planning Board had a meeting last week devoted entirely to the CIP.

Selectman Quandt had nothing to report.

Selectman Aldrich said that Conservation meets tomorrow night. It will be a work session on the Natural Resources inventory update and the Forestry Management Plan. Also, there is an Art Show opening this weekend where local poets are paired with local artists. There is a reception on Friday evening. The show opens on Saturday and will run for 3 weeks.

Selectwoman Gilman said that the Heritage Commission was asked to make comments on the request for project review to DES regarding the Great Dam. They had a problem with a property on Water Street that is fixing a retaining wall and got approval from the Planning Board, but not HDC or Heritage Commission as required by the State.

Selectman Clement said that the Great Dam Removal project meeting will be on Wednesday night at 7:00 pm at the Town Hall. The Water & Sewer Advisory Committee meeting will also be on Wednesday night at 6:30 pm in the Nowak Room of the Town Office Building.

j. Correspondence

1. Letter from the Exeter Housing Authority to Mr. Clement and the Board regarding the Water Street Interceptor project
2. Letter from the American Red Cross thanking the Town for the quarterly donation
3. Letter from Congressman Guinta reintroducing himself and discussing who can be contacted in his office for constituent services
4. Letter from the NHDES regarding an application that was submitted for the Jady Hill project
5. Letter from Marilyn Wentworth regarding the Planning Board and the issue of the residents on Pickpocket Road and Riverwoods access
6. Memo from Ms. Gilman to the Board regarding the Winter Street Cemetery project
7. Email from Ms. O'Barton to a member of the Water & Sewer Advisory Committee regarding abatements and the committee member's response to her and the Board
8. Memo from Mr. Dean regarding sound issues on Channel 22 the night of the Water & Sewer Committee meeting of August 10th
9. Copy of the draft scope of services that has been created for the proposed study of the Pine Road issue in Brentwood and Exeter

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10. Email from Mr. Clement to the Board discussing roles and responsibilities and outlining Section 8.0 of the Selectmen Policies and Procedures

8. Review Board Calendar

The next regular Board of Selectmen meeting will be Monday, September 19th at 7:00 pm. Mr. Dean will be away at a conference next week. Deliberative Session for the Special Town meeting is Saturday, September 17th at 9:00 am at the Exeter High School auditorium. It is to discuss the two citizen petition warrant articles that are back on the ballot for vote on October 25th.

9. Adjournment

Mr. Quandt moved to adjourn, seconded by Ms. Gilman. Vote: Unanimous

The Board stood adjourned at 9:56 pm.

Respectfully submitted,

Jennifer Mancinelli
Recording Secretary