

BOARD OF SELECTMEN DRAFT MINUTES DECEMBER 3, 2012

1. Call Meeting to Order

Chairman Matt Quandt reconvened the Board at 7:00 pm in the Nowak Room of the Town Offices building. The Chairman had convened the meeting at 6:50 p.m. for an interview with Kelly Bergeron for an alternate planning board position.

Other members of the Board present were Selectman Frank Ferraro, Selectman Don Clement, Selectman/Clerk Dan Chartrand and Selectwoman Julie Gilman. Also present were Town Manager Russell Dean, Financial Director Doreen Ravell and DPW Director Jennifer Perry.

2. Board Interviews – Planning Board

The Board had interviewed Kelly Bergeron for a position on the Planning Board at 6:50 p.m.

3. Recognition: Exeter Boys Football Team

As the 2012 Division 1 champions, the Exeter High School Bluehawks Varsity football team was recognized for receiving State Champions status for the 2nd year in a row. Mr. Dean read a plaque acknowledging this achievement and Mr. Chartrand read the names of the senior class members who were on both championship teams. Mr. Chartrand then read a Proclamation dated 12/3/12 for the team and Head Coach Bill Ball from the Board of Selectmen, the Town Manager and the resident of Exeter.

4. Public Comment

On behalf of a sight-impaired neighbor, Don Woodward inquired about accessibility for vision-impaired voters during the March elections. Mr. Clement said the intent is to have the special voting booth available and Mr. Dean said funds have been allocated to make sure it is there. Mr. Chartrand stated that every vote is important and that Mr. Woodward's neighbor can be assured the voting accessibility will be there for her.

5. Minutes

Regular meeting: November 19, 2012 – the following amendments will be made to the minutes:

- The 3rd bulleted item in Section 2 will read: “On behalf of the Swasey Parkway Trustees, Gerry Hamel and Jay Perkins accepted a donation of \$1,000.00 from the Exeter Chamber of Commerce. This donation was presented by Michael Schidlovsky, Chamber President and Krysta Seckendorf, Chamber Events and Marketing Director.”
- In Item H in Section 7, the last sentence will read “A&J Beverage was the first to come forward . . .”

Mr. Clement moved to accept the minutes as amended, seconded by Mr. Chartrand. Motion carried.

Special meeting: November 26, 2012 - Mr. Clement moved to accept the minutes as written, seconded by Mr. Chartrand. Motion carried.

6. Appointments - none

7. Discussion/Action Items

a. New Business

i. Review 2013 Budget Recommendations

Mr. Clement said the Board would not be voting tonight and requested that each member state an item they would change to provide the Town Manager with a preview of some of the primary concerns of the Board. Any lengthy discussion, debate and voting will occur at the next meeting. Mr. Clement said the General Fund budget shows an increase of 3.1% and his goal was an increase of 2.5%. Mr. Clement provided the Board with a list of his recommendations to cut \$100K from the budget which would lower the increase to 2.5%. Mr. Clement's recommendations included a reduction of \$50K from the paving budget, eliminate the system operator position from the Water & Sewer position (35,381) and forgo the chip key fuel system saving \$21,500.00.

Mr. Ferraro's recommendations included eliminate \$12,500 for the noise study related to the Exeter Sportsman's Club, give the vehicles being replaced by the Police Department to the DPW instead of DPW purchasing additional vehicles, and a work-flow analysis should be performed in-house concerning the Town Clerk position. Mr. Ferraro also mentioned in the water sewer budget arrangements had been made to use reserves so he would recommend 50,000 be cut from each fund for emergency repairs.

Mr. Chartrand acknowledged the work and time the Budget Recommendations Committee and the sub-committees have invested in their recommendations so he declines to make any changes. However, he stated his agreement with an amount to be budgeted for the noise study.

Ms. Gilman expressing in future discussion for funding for the 375th Town Anniversary events as the Anniversary is already noted in the warrant articles. She estimated that approximately \$20K may be needed.

ii. Review Draft 2013 Town Warrant

After Mr. Dean reviewed the Town Warrant, the Board gave the following feedback:

- Mr. Ferraro: he does not support Articles 4 – Fire Station, 10 – Ladder Truck, and 15 – Raynes Roof replacement. Concerning the paving noted in Article 5 – Portsmouth Avenue water/sewer line replacement, this should be incorporated into the full paving work attributed to Water & Sewer. Article 16 – additional human services; should instead be a citizens petition in his opinion, not an article.
- Mr. Clement: concerning Article 10 for the ladder truck lease-purchase, he asked for a definition of “default budget.” Mr. Dean stated it is covered in the RSAs. Mr. Ferraro said the definition depends on the interpretation of the RSA.
- Mr. Thayer: concerning Article 5 on water/sewer line improvement, he would like the article rewritten to include more tax-payer responsibility since the water is used for fire protection and property protections.

Mr. Chartrand said there are 2 more meeting dates this month, December 10 and 17; he suggested that Town department heads be notified of these dates.

iii. FY13 Revolving Fund Discussion

Mr. Dean reviewed the revolving revenue for Recreation, EMS and CATV.

iv. EOY 2012 Encumbrance Updates

Mr. Dean reviewed Encumbrances data submitted for end of year 2012.

b. Old Business - none

8. Regular Business

a. Bid Openings – none

b. A/P and Payroll Manifest

Mr. Chartrand moves a 11/30/12 accounts payable warrant in the amount of \$142,602.16. Ms. Gilman seconded. Motion carried.

Mr. Chartrand moves 11/25/12 payroll warrant checks dated 11/28/12 in the amount of \$157,803.34. Ms. Gilman seconded. Motion carried.

Mr. Chartrand moves 11/25/12 payroll warrant checks dated 11/28/12 in the amount of \$8,650.00. Mr. Clement seconded. Motion carried.

c. Budget Updates – see above

d. Tax Abatements & Exemptions

Mr. Chartrand moved for an abatement for \$171.19 to clear the account concerning Map 39/4. Ms. Gilman seconded, motion passed.

e. Water/Sewer Abatements – none

f. Permits

The following permits were reviewed by the Board for approval:

Submitted by Evelyn Orr for Women’s Club yard sale on May 31, 2013, 8am-2pm. Mr. Clement moved to approve the permit, Mr. Chartrand seconded, motion carried.

Submitted by Evelyn Orr for Holiday Sale on November 24, 2013, 8am-4pm. Mr. Chartrand moved to approve the permit, Mr. Clement seconded, motion carried.

Submitted by Darius Thompson for Holiday Parade Committee, December 3, 2013, 7-8pm. Mr. Clement moved to approve the permit, Mr. Chartrand seconded, motion carried.

Submitted by Brendan Kelly of LPNH for Seacoast Annual Freedom Expo on April 22, 2013. Mr. Ferraro moved to approve the permit, Mr. Chartrand seconded, motion carried.

g. Town Manager’s Report

Mr. Dean thanked all the organizers of the Holiday Open House which was very successful and a great time. He reminded everyone that leaf pick-up is this week and there is a 12 bag maximum. The winter parking ban has started and information about that is on the website. The change to the Town domain name will hopefully be in place by January 1st. Mr. Dean also noted that the Deputy Tax Collector is working on the tax liens list.

h. Legislative Update - Mr. Quandt indicated due to his new status he would not have to do the legislative update from now on.

i. Selectmen’s Committee Reports

Mr. Clement attended a Transportation meeting. He also related his experience making an appointment to have his water meter read and to be changed-out. He reported a very positive and efficient experience.

Mr. Chartrand did not attend any meetings but marched in the Holiday Parade. He also noted that the Board and Town Manager are hosting a party for Town employees and volunteers at the Town Hall on December 6th.

Ms. Gilman also participated in the Holiday Open House and Parade. She attended meetings for the Baggage Building Committee and the 375th Anniversary Committee.

Mr. Quandt asked for a moment of silence to note the passing of James Kennedy on November 25th. Mr. Kennedy served as a District 13 state representative for Exeter 2006-2008.

j. Correspondence

- Two 91-A response letters from Mr. Dean to Renee O’Barton concerning her questions on school financial issues.
- Letter from the Exeter Farms Homeowners’ Association providing an update list of their Board of Directors through April 2013.

9. Review Board Calendar

The next regular meeting of the Board will be on Monday, December 10, 2012, at 7:00 p.m.

10. Non Public Session

11. Adjournment

Selectwoman Gilman moved to adjourn, second by Selectman Clement. The Board stood adjourned at 8:30 p.m. It is noted a non meeting regarding collective bargaining took place following the regular meeting.

Respectfully submitted,
Chris deZarn-O'Hare
Recording Secretary