

DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

December 31, 2012

1. Call Meeting to Order

Chairman Matt Quandt called the meeting to order at the Wheelwright Room at 10:00 a.m. Present: Selectman Don Clement, Selectman Frank Ferraro, Selectman Dan Chartrand. Also present: Russell Dean, Town Manager

Selectman Clement moved an accounts payable warrant dated 12/28/12 in the amount of \$198,131.50. This warrant includes water meters and waste reduction. Selectman Quandt seconded. Motion carries, Selectman Chartrand abstaining.

Selectman Chartrand moved a payroll warrant dated 12/23/12, checks dated 12/26/12 in the amount of \$161,676.56. Selectman Clement seconded. Motion carries.

Selectman Chartrand moved a payroll warrant dated 12/16/12, checks dated 12/19/12 in the amount of \$164,049.56. Selectman Clement seconded. Motion carries.

Selectman Chartrand moved a capital fund warrant dated 12/28/12 in the amount of \$15,824.63. Selectman Clement seconded. Motion carries.

Selectman Chartrand moved an accounts payable warrant in the amount of \$252,360.84. Selectman Ferraro seconded. Motion carries. This includes the LGC health insurance refund for December.

Selectman Chartrand moved a tax abatement for Map 104, Lot 79 in the amount of \$561.21. Selectman Ferraro seconded. Motion carries.

Selectman Ferraro moved to approve the deed for 58 Alder Street. Selectman Chartrand seconded. Motion carries.

Brief discussion on sealed bids for the remainder of the tax deed properties. Minimum bid of \$75,000 will be set for 29 Hampton Road and it will be re-advertised under a sealed bid.

The Board reviewed the end of year encumbrance listing (attached). Discussion on the Sportsmens Club proposal. Pros and cons of each proposal were discussed. Selectman Chartrand moves to accept the proposal by URS in the amount of \$2,926 per the Town Manager's recommendation. Selectman Clement seconded. Motion carries.

The Board then reviewed the remaining encumbrances. The Town Manager reported most are maintenance related and the baggage building is included per the NHDOT agreement. Motion by Selectman Chartrand to accept the general fund encumbrance listing totaling \$378,740.42. Selectman Clement seconded. Motion carries.

Selectman Chartrand moved to accept the water fund encumbrance of \$19,557 for the Water Treatment Plant HVAC project. Selectman Clement seconded. Motion carries.

DRAFT MINUTES

6. Adjournment

Selectman Clement moved to adjourn. Selectman Chartrand seconded. The Board stood adjourned at 10:25 a.m.

Respectfully submitted,

Russell Dean
Town Manager

DRAFT MINUTES

Town of Exeter Encumbrances As of December 31, 2012

Account No.	Fund	PO #	Description	Reason for Encumbrance Request	Amount	Additional Comments
01-4150-0201-5200	01		OPEB - GASB 45	Actuary has begun work, but has not yet completed the review	2,500.00	USI Consulting Group
	01		Baggage Building	Baggage Building Agreement	71,260.00	NHDOT Contract on Baggage Building
01-4191-0301-5571	01	41914	Noise Measurement	URS Contract - Sportsmens Club	2,926.00	URS Contract on Sportsmens Club
01-5000-0950-9066	01	500014	Town Hall Brick Repair Town Office HVAC	Material Delay on customer order	2,363.42	Riverbend Masonry
01-5000-0950-9091	01	500023	Install,	Work in Progress, but will not be complete by year end	167,306.00	Dowling Corp
01-5000-0950-9124	01	500026	Historical Society Roof	Work in Progress, but will not be complete by year end	99,900.00	Mahan Slate Roofing Co.
01-4311-0606-7501	01	500026	Historical Society Roof	Work in Progress, but will not be complete by year end	21,700.00	
01-4311-0614-4308	01	500026	Historical Society Roof	Work in Progress, but will not be complete by year end	3,300.00	LGC UNH
01-4155-0115-5380	01		Classification Update	Unable to complete until 2013 due to layoffs at LGC	5,000.00	
01-4155-0115-5820	01		Education/Training	Cancelled by UNH, re-scheduled for 2013	485.00	Mayberry Contract
01-4191-0301-5571	01	41914	Planning Studies	Planning Impact Fee Study	2,000.00	
General Fund Encumbrance Request					378,740.42	Dowling
02-4900-0627-7443	02	490036	WTP HVAC	Work in Progress, but will not be complete by year end	19,557.00	
Water Fund Encumbrance Request					19,557.00	