

Final Minutes

Exeter Board of Selectmen Meeting

May 20, 2013

1. Call Meeting to Order

Chairman Don Clement called the regular business meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chairman Dan Chartrand, Selectwoman Julie Gilman, and Selectman Matt Quandt. Town Manager Russell Dean was also present. Selectman Frank Ferraro was absent. Chairman Clement said the Board was just coming out of a non-public session regarding a fee waiver and land acquisition. In addition, an interview was held with Vern Sherman for a position on the Exeter Housing Authority at 6:50 p.m.

2. Public Comments

No public comment.

3. Minutes and Proclamations

a. Proclamation: Public Works Week

Selectwoman Julie Gilman read a proclamation about 2013 National Public Works Week. The Town of Exeter Board of Selectmen proclaimed May 19 through May 25, 2013, as “National Public Works Week” in the Town of Exeter.

A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to move the proclamation. Motion carried – all in favor.

b. Regular Meetings: May 6, 2013

A Motion was made by Selectwoman Gilman and seconded by Selectman Quandt to table the minutes from the May 6, 2013 meeting per the request of Selectman Ferraro. Motion carried – all in favor.

4. Appointments

No appointments.

5. Discussion/Action Items

Chairman Clement moved the sequence of the agenda items around a bit to accommodate the employees who were present.

a. New Business

v. Public Works: 2013 Paving Proposal Bell & Flynn

Jennifer Perry, Public Works Director, spoke in front of the Board. She said the town has budgeted for \$650,000 worth of paving in the regular budget and received a \$250,000 warrant article last spring totaling \$900,000 for the road surface management program in 2013. She went on to say there are 9.8 lane miles of paving to be done. The specifics for those areas are available online. She received a proposal from Bell & Flynn. She said they have always provided excellent service. Basically they are going to extend the 2012 contract pricing at \$72.90/ton through August 15, 2013. She went on to say most of the paving should be done by that date, with only a small amount of work becoming subject to price adjustment.

Chairman Clement said Ms. Perry and the Public Works Department has done a good job getting a good price. He said the town is fortunate good relationships with good companies.

A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to accept the price of \$72.90/ton for asphalt until August 15, 2013. Motion carried – all in favor.

i. Todd Piskovitz: Lamprey River Watershed Plan

Todd Piskovitz spoke on behalf of the Lamprey Rivers Advisory Committee about the Watershed Plan. He said the main responsibility of this Committee is to create a Watershed Plan. There are 14 towns involved in the watershed. He provided the Board with a plan and asked the Board to review said plan. He also said he was going to make the plan available to town residents.

Chairman Clement thanked Mr. Piskovitz for his work on this Committee. Vice Chair Chartrand asked Mr. Piskovitz was the area is covered by the watershed in Exeter and Mr. Piskovitz said he wasn't sure on the actual area. Mr. Russ Dean said he would be getting this up on the website this week.

Chairman Clement suggested that the plan get submitted to Kristen Murphy, Town Resource Planner, and have her review it.

ii. Paul Kirshen: CAPE Presentation

Michelle Holtshen spoke on behalf of CAPE (Climate Adaptation Plan for Exeter). She is on the project team with CAPE and also part of New Hampshire Listens. She passed out a handout to the Board giving an update on the project. Michelle

went on to talk about how certain areas would benefit from certain scientists focusing on that area, i.e. health, safety, infrastructure, etc. She continued going over the handout, summarizing each page. Ms. Holtshen commented it is great that it is Public Works Week because this project goes right along with that.

Steve Miller spoke next on behalf of CAPE. He said he just started a citizen meeting group. He went on to describe the citizen working group and what they do. They work side by side with the scientists. This is a very important group to provide feedback to the scientists. He said they are still looking for more members.

Vice Chair Chartrand asked how often they meet. Mr. Miller said they would hopefully be meeting once a month for a two hour meeting. Vice Chair Chartrand asked when the next meeting is and Mr. Miller answered it is tentatively scheduled for the evening of June 20 which is a Thursday, the time is not yet determined. Mr. Miller said they are still trying to figure out a place to meet, commenting it has been tough to find a good venue. He said they need a place that will hold about 25 people. Mr. Chartrand suggested using the book store. Selectwoman Gilman suggested checking with the mills or the senior center.

Mr. Miller went on to say again that they need more members. He said that there are two high school students in the group.

Chairman Clement commented that he knows this is a very engaged group. He said the high school students were very impressive and mature. He said they need to start thinking about the climate change in Exeter in the future.

iii. Public Health Network – Mary Cook

Mary Cook, Public Health Emergency Preparedness Coordinator, spoke next. She said this is the 7th or 8th year of the public health grant. She said Exeter is 1 of 14 regions in New Hampshire involved in the emergency preparedness. She thanked the Board for being the fiscal agent for this grant. Ms. Cook said this program is governed by mostly EMT's, fire chiefs, hospitals, etc. who meet on a quarterly basis. She said they have a citizen core group who play a very important role in this program, especially when opening shelters and such.

Ms. Cook spoke about an event they put together where they utilized volunteers all over the State of New Hampshire to help in screening over 850 folks for Hepatitis C.

Ms. Cook said this program offers multiple training opportunities for nurses and such to keep up with their licensing. She says her team is required to go through a yearly technical assistance review and was proud to report they received an 87 this past year, being the 4th highest score in the state.

Ms. Cook went on to talk say the Hampton Fire Department asked them to come over and teach a pod training. She also talked about some funding they received talking about two grants; one for \$8000 and one for \$7000 to teach courses at the Seacoast School of Technology.

Nancy Parker spoke next about the emergency preparedness program. She talked about what the volunteers do, giving different times they were involved, i.e. the snow storm Nemo and the Boston bombings. She said she is involved in a lot of workshops.

Ms. Parker said they have monthly meetings which are held at the Exeter Fire Station on the second Wednesday of each month. She said they need volunteers. Three times a year they do Emergency Preparedness courses; right now it is being held at Portsmouth Hospital. All are welcome.

Vice Chair Chartrand asked when the next meeting is and Ms. Parker answered they are having a potluck on June 23 from 6:30-8:30. She said volunteers can come to the potluck or contact Mary Cook at the fire station if they are interested.

Chairman Clement said this is a great thing to be provided to the citizens. He thanked the group for their update.

iv. Loan Agreement: Portsmouth Avenue Water/Sewer Line Replacement

Mr. Dean talked about the article that was passed during the last meeting for the water and sewer replacement on Portsmouth Avenue. He said they would be going through the Bond Bank to meet the financial requirements, with a total cost of \$1.12 million for the project. In order for them to facilitate this, the Board has to read into record the loan agreement required with the date of tonight's meeting (May 20, 2013). Mr. Dean said they are anticipating a 10 year loan term with a 3.25% interest rate. He said the interest rate will not go any high then this it is for guidance only and represents a maximum prior to the debt being sold.

Selectwoman Gilman read the Certificate of Vote Regarding Authorization of Bonds and Approval of Loan Agreement with the New Hampshire Municipal Bond Bank.

A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt to adopt the Certificate of Vote Regarding Authorization of Bonds and Approval of Loan Agreement with the New Hampshire Municipal Bond Bank. Motion carried – all in favor.

b. Old Business

I. Fire Department Grants (PHN, Radios)

Ken Berkenbush said he did not word the grant correctly last time he brought it to the Board, so he was there to bring a new set of wording.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt that the Town of Exeter accepts the Regional Health Services Grant for 2013-2014 and 2014-2015. Each year's annual total shall be \$151,451 with 11% or \$8,500 from the Public Health Preparedness section for indirect costs and \$3,000 for indirect costs come from the Substance Misuse, Prevention and Related Promotion section. The grant total for both years shall be \$302,902. The Board of Selectmen further authorizes the Chairman of the Board of Selectmen to execute any documents which may be necessary to effectuate this contract. Motion carried – all in favor.

All present Board members signed the Radio Grant Agreement.

6. Regular Business

a. Bid Openings

The following are the bids received for the Line Marking:

1. Markings, Inc.	\$20,497.94
2. Property Innovations Seal Coating and Line Striping	\$17,337.07
3. Highway Safety Systems, Inc.	\$19,390.16

A Motion was made by Selectman Quandt and seconded by Vice Chairman Chartrand to send the bids to Public Works for evaluation. Motion carried – all in favor.

Chairman Clement brought up a discussion about putting a directory outside the building. He is asking if the Board thinks it is a good idea and to find out how much it would cost.

Selectman Quandt said he has no problem with it. Selectwoman Gilman also said she had no problem with it. She agreed it is time to replace the old sign and would like to see the town seal in the new one. Vice Chair Chartrand said he absolutely agrees and would like to investigate it. Chairman Clement asked who would look into it and Mr. Dean said his office will probably head this then ask for everyone else's input.

b. A/P and Payroll Manifests

A Motion was made Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve a warrant dated May 10, 2013 in the amount of \$104,513.35. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve a/p warrant checks dated May 13, 2013 in the amount of \$394,542.82. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Vice Chair Chartrand to approve payroll dated May 8, 2013 in the amount of \$103,432.48. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Selectman Quandt to approve payroll distributions dated May 15, 2013 in the amount of \$162,161.94. Motion carried – all in favor.

c. Budget Update

Mr. Dean reported no budget update.

d. Tax Abatements and Exemptions

A Motion was made by Selectwoman Gilman and seconded by Vice Chair Chartrand to approve the elderly exemption for Map 52, Lot 29 in the amount of \$236,251. Motion carried – all in favor.

e. Water/Sewer Abatements

No water/sewer abatements to report,

f. Permits

Mr. Dean said there is an application from the Exeter Photography Group asking to do their monthly meeting in Exeter Town Hall.

Mr. Dean went on to update about Town Hall, saying they had a conference call with Primax last week and an appraiser is working on it. He says they are right on track and this week will tell a lot about where they are. He says the Finance Department is over there and trying to open up their office.

Mr. Dean said he is going to have to hold back on the permit and he will get back to the Exeter Photography Group, but the building is not operating yet. Selectwoman Gilman asked if they can try to accommodate this group at the senior center and Mr. Dean said he has suggested that.

g. Town Manager's Report

Mr. Dean talked about the following:

- Last Tuesday there were representatives from Downeaster here for a study of positive economic impacts of the rail service.
- He met with LGC last week and got up to speed on the latest issues concerning implementing the affordable care act.
- He is getting quotes on the vactor truck lease/purchase. He will bring something back to report soon.
- Exeter.nh.gov is up and running – just type in exeternh.gov to get there no www is required.
- Last Friday he did opening remarks at Hawk Fest. Hawk Fest was a sports history event put on by the Exeter Alumni Association. He said it was interesting to learn the history about Exeter sports. This was the first of a now annual event, and he said it was very well put together.

h. Legislative Update

There was a discussion about the Legislative Bulletin, *Water Bill Is Not a Conspiracy*, in particular. Selectman Quandt said he felt this is an important and interesting article.

i. Selectmen's Committee Reports

Selectwoman Gilman attended the Exeter Economic Development Committee and said there was a great presentation made on the TIF being studied. She said Heritage Commission met and discussed a grant. She also attended a subcommittee about sidewalk environments and Transportation Committee about COAST Route 7. She also

said the 375th Committee met and said Seacoast Idol was a success. The next event for is June 29. The Memorial Day Parade is scheduled for Monday, May 27 at 10:30 am.

Vice Chairman Chartrand attended the meeting of the Exeter Economic Development Committee. He reported that his group gave a half hour presentation on where they are so far on the TIF project and it was so well received that the Committee voted to give the group a “couple thousand dollars” from their budget to help the group move forward.

Selectman Quandt had nothing to report.

Chairman Clement said he and Selectman Quandt attended the Sportsman’s Club Fishing Derby and that 230 kids showed up. He said he had no formal meetings to report but that he went to the Great Bay Estuary Symposium. He said there was discussion about where Nitrogen sources came from, saying it was a very interesting report. He reported that he monument sign has been installed in Stewart Park. He gave kudos to Mr. Lambert, Mr. Gallant, the Exeter Women’s Club, and all those involved with the monument. He said Jay Perkins has two auto replacements for DPW. They were purchased at Foss Motors in Exeter. He gave kudos to DPW for using a local business.

j. Correspondence

Chairman Clement talked about the following correspondence:

- A letter from American Independence Museum thanking the Board for its continuous support. This is the Town’s membership to the AIM.

7. Review Board Calendar

The next scheduled meeting will be June 3, 2013.

A Motion was made by Selectman Quandt and seconded by Selectwoman Gilman to adjourn the meeting at 8:50. Motion carried – all in favor.

Respectfully submitted,

Nicole McCormack
Recording Secretary