

Draft Minutes

Exeter Board of Selectmen

December 16, 2013

1. Call Meeting to Order

Chairman Don Clement called the 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, Selectman Frank Ferraro, Selectwoman Julie Gilman, and Selectman Matt Quandt. Town Manager Russell Dean was also present.

Chairman Clement congratulated the 2013 Division 1 Field Hockey Champions of Exeter High School. The two co-captains were there and introduced themselves. The BOS congratulated the team again and Mr. Dean presented them with a plaque.

2. Public Comment

Brian Griset questioned an abatement request on Page 7 of the December 2 minutes pertaining to the Exeter River MHP. Mr. Dean told him it is a settlement and that is how he was advised to handle it. He said it does not result in a property value change.

3. Minutes & Proclamations

a. Regular Meeting: December 2, 2013

A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to accept the minutes of the December 2, 2013 Board of Selectmen meeting. Motion carried – all in favor.

There was one proclamation, which is mentioned above, for the Exeter HS field hockey champions.

4. Appointments

None.

A Motion was made by Selectman Quandt and seconded by Selectwoman Gilman to special order Water/Sewer Abatements before Discussion/Action Items on the agenda. Motion carried – all in favor.

6. Regular Business

b. Tax, Water/Sewer Abatements & Exemptions

Lenny Willis was there to ask for abatement for a large water bill. He has lived in his house for 5 ½ years and he recently received a bill that was 500% higher than his normal bill. He does not believe there is a leak. The only thing he could think of is that he had gotten his water meter replaced. Vice Chair Chartrand asked if the bill has stayed high. Mr. Willis said no, just that one bill was up then the next one was back down.

Mike Jeffers explained the new water meter to Mr. Willis and asked if he would like to have his meter tested. Mr. Willis said he does not know if that will explain the bill. Mr. Jeffers said the new meters detect leaks and track data, whereas the old ones did not. Chairman Clement asked when he had his meter replaced. Mr. Jeffers said it would have been shortly before the next billing cycle. Mr. Willis believed it was April.

Selectwoman Gilman was inclined to grant abatement because the bill was at a certain amount before and after this one bill. Mr. Dean said they would have to do a calculation for the total abatement.

Chairman Clement said the BOS felt comfortable with Mr. Jeffers coming back with an abatement amount and also a specific date for when the meter was changed. They tabled the request until they have more information.

5. Discussion/Action Items

a. New Business

I. FY14 Budget Discussion

Chairman Clement said they have received the budget recommendations for FY14. It is included in the packet. At the last meeting, he had asked the BOS to come back to this meeting with some comments or recommendations to lower the budget. He said they would not be voting on any changes tonight.

Selectman Quandt said he would like to get the 4.4% increase down. He would like to direct that to the Town Manager to see if he could come up with some cuts. He would like to see a 1% decrease, bringing the budget to a 3.4% increase. A 1% decrease would be \$173,579.

Selectman Ferraro agrees that a 4.4% increase is too high. He said last year the budget was up 2.8% and he felt that was too much. He would like to shoot for a 2.8-3.0% increase instead of a 4.4% increase.

Vice Chair Chartrand said he is respectful of the Budget Recommendation volunteers, adding it a long process. He likes Selectman Quandt's idea to direct to the Town Manager to try and get the budget down.

Selectwoman Gilman also liked the idea to go with the Town Manager and department heads to get the budget down to a 3.25-3.5% increase.

Chairman Clement talked about the big budget items, saying the paving numbers have increased the budget. Harry Thayer said he would like the paving numbers to go back to how they were done in previous years; \$650,000 in the budget and \$250,000 in the warrant as opposed to it all be in the budget. Brandon Stauber spoke, disagreeing. He said if paving is important it should be included in the budget. He said the town needs that paving, and everyone should contribute. Brian Griset spoke, agreeing with Mr. Stauber. He talked about the paving budget. He said in regards to making cuts, taking paving out now makes it look all over the place to the citizens. He asked the BOS to look at the budget themselves before they turn it over to the Town Manager.

Selectman Ferraro talked about the addition of positions. He is concerned about just setting a number.

Chairman Clement asked Mr. Dean if he could have some cuts by the January 6, 2014 meeting. Mr. Dean said he could, and he could bring two lists; one reflecting a 1% decrease and one reflecting a 2.8% increase versus a 4.4% increase. Selectwoman Gilman reminded to consider the 53rd payroll week.

Brian Griset said the Economic Development Director position only has an expenses budget of \$3000. He asked why car, phone and other like expenses were not factored in.

A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to direct the Town Manager to give a proposal of a decreased budget by 1-1.5%. Motion carried – Chartrand, Gilman, Quandt, Clement vote yes, Ferraro opposed.

Selectman Ferraro asked when they were going to discuss potential warrant articles. Chairman Clement said they would not act on those until January. Selectman Ferraro said the Planning Board is still discussing a couple warrants. He does not believe the TIF should be on the warrant, saying the town doesn't have anything to gain. Vice Chair Chartrand said the EDC voted to push forward with the town adopting the RSA, saying that is why it is still on the warrant, for future development.

II. Wastewater Facilities Plan Contract

Mr. Dean said the reps from the Public Works and the Water/ Sewer Advisory Committee came together to discuss the contract. They recommend Wright Pierce be hired as the contractors. The contract amount is \$349,000. He said they need to get moving on this. This is the first phase and they are hoping to get underway shortly.

A Motion was made by Selectman Ferraro and seconded by Vice Chair Chartrand to approve the contract with Wright Pierce in the amount of \$349,000. Motion carried – all in favor.

b. Old Business

i. Historical Society Lease Renewal

Saying he has reviewed the lease, Vice Chair Chartrand made a Motion, seconded by Selectman Ferraro, to approve the lease with the Exeter Historical Society. Motion carried – all in favor.

ii. Baggage Building/Welcome Center Project Update

Mr. Dean said the project is going through a series of delays, but it is proceeding. They have a contract with Dubois & King and have held a planning meeting with them. He said he has had numerous conversations with Federal and State reps. Dubois & King did a walk through last week and they will take that into the next steps.

Selectwoman Gilman talked about the grant administration. Mr. Dean said there were communication issues, saying regulations changed mid-stream. He said they are able to take advantage of the grant. They are applying for a 30/70 grant. He said they have got that cycle going and as things progress they will continue to discuss that.

Chairman Clement said progress has been ongoing for years and good things are moving along.

7. Regular Business

a. Bid Openings/Surplus Declarations

Chairman Clement gave the following bid openings for chemical purchases for the Water/Sewer Plant:

- 1) JCI Jones Chemicals
Chemical a) \$.69 per gallon

Chemical b) none
Chemical c) none
Chemical d) \$.81 per gallon
Chemical e) \$1.48 per gallon

2) Borden & Remington Corporation

a) \$.6611 per gallon
b) none
c) \$2.1522 per gallon
d) \$.7654 per gallon
e) none

3) PVS Chemical Solutions

a) none
b) none
c) none
d) none
e) \$1.71 per gallon

4) Holland Company

a) none
b) none
c) none
d) none
e) \$1.92 per gallon

5) Univar

a) \$.7596 per gallon
b) none
c) none
d) \$.8742 per gallon
e) none

6) Harcros Chemicals

a) \$.6335 per gallon
b) none
c) \$3.27 per pound
d) \$1.0200 per gallon
e) none

- 7) Wanson Companies
 - a) none
 - b) \$1.035 per gallon
 - c) \$2.275 per pound
 - d) none
 - e) none

- 8) Printers Oil Supply Company
 - a) none
 - b) none
 - c) \$2.35 per pound
 - d) none
 - e) none

- 9) Coin Chemical
 - a) none
 - b) \$1.2423 per gallon
 - c) \$2.15 per pound
 - d) none
 - e) none

A Motion was made by Selectman Quandt and seconded by Vice Chair Chartrand to refer these bids to DPW for a recommendation. Motion carried – all in favor.

Chairman Clement went through a list of items to be declared surplus which include: one Detroit Diesel Engine pump, one safe (with no combination), one dump body, one office trailer, one asphalt hot box, one utility trailer, two truck caps, one six inch red seal pump, one utility shed, one Olympian generator, two 275 gallon fuel tanks, one diesel generator, one Koehler generator, two metal desks, one metal a-frame, one sewer rod machine, one 12-foot boat, one backhoe bucket, one ship mooring cleat, and two plastic soccer goals.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Quandt to declare surplus one Detroit Diesel Engine pump. Motion carried –all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Gilman to declare all the above items surplus to be sold in one lot. Motion carried - all in favor.

b. Tax, Water/Sewer Abatements & Exemptions

Mr. Dean said there is an abatement request for 130 Exeter River Landing. He said the house was not even hooked up to water.

A Motion was made by Selectwoman Gilman and seconded by Vice Chair Chartrand to approve the application. Motion carried – all in favor.

c. Permits and Approvals

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Gilman to approve the application for use of the Town Hall and Tall Hall Stage by the Exeter Republican Town Committee for Voter Education on January 18, 2014. Motion carried – all in favor.

d. Town Manager's Report

Mr. Dean talked about the following:

- The holiday open house was a good turnout
- A conference call with Federal and State reps about the Welcome Center
- Last Thursday he had an Exeter student shadow in his office who learned a lot
- An EDC meeting and a meeting with the Stratham reps
- They interview a member for the Water/Sewer Committee last week. Alternate members are not permitted.

e. Legislative Update

None.

f. Selectmen's Committee Reports

Selectman Ferraro thanked the DPW for clearing the roads during the last snow storm. He said Water/Sewer met and they discussed the budget. They also agreed to start working on water/sewer rates in January. He said Planning Board met and approved the lights for the Exeter Sportsmen's Club.

Vice Chairman Chartrand reported EDC met. The TIF discussion voted to recommend to not move ahead with specifics but to adopt the RSA. Also, the Water/Sewer Finance Group met with the Stratham reps.

Selectwoman Gilman said the parade was fabulous. She reported Heritage Commission met and they looked at property proposed to be demolished on Franklin Street. They recommended against demolition. She reported the form based code subcommittee met and

hired a consultant to put together documentation. She said 375th met and het year is coming to a close. There is 375th merchandise for sale and also there are tickets on sale for the NYE party

Selectman Quandt had no report.

Chairman Clement reported Conservation Committee met and PSNH came in to talk about their power lines. Also, there was a presentation from the Boy Scouts.

j. Correspondence

Chairman Clement talked about the following correspondence:

- A letter from Pennichuck
- A 91-A request from Bob Eastman
- RDE and urban exemption
- A letter on the Planning Board case
- A letter from the State of NH DRA about Education Tax Warrant

8. Review Board Calendar

Chairman Clement said the next BOS meeting will be December 30, 2013.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Gilman to adjourn the meeting at 8:47 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack
Recording Secretary