

Vice Chairwoman Kathy Corson called the meeting to order at 7:00 PM in the Nowak Room on the above date.

**PRESENT:** Vice Chairwoman Kathy Corson, Alternate Selectmen's Representative Don Clement, Members: Katherine Woolhouse and Pete Cameron, Alternate Members: Kelly Bergeron and Town Planner Sylvia von Aulock. It was noted that all board members in attendance would be voting.

### **OTHER BUSINESS**

#### **SOUTHERN DISTRICT YMCA/CAMP LINCOLN – PB CASE #21202**

The Board reviewed correspondence from Mr. Rob McGregor, Executive Director of the YMCA, dated September 5, 2013, requesting a one-year extension of the conditional approval granted by the Board on September 13, 2012 for the proposed project. His letter indicated that the YMCA had made substantial headway towards the proposed construction of the community facility, although the conditions of the approval had not all been met.

Mr. McGregor was present and addressed the Board providing a brief update on the project. Mr. Cameron inquired as to what conditions of the approval had been met. He noted that the conditions had been enumerated in correspondence dated September 17, 2012 from Ms. von Aulock. Mr. McGregor responded that they had not obtained any final approvals (i.e. State permits, etc.) at this time and were still working with their engineers to finalize the plans.

***Mr. Cameron moved to grant the one-year extension, as requested; seconded by Ms. Bergeron.  
VOTE: Unanimous. EXTENSION OF CONDITIONAL APPROVAL GRANTED.***

### **NEW BUSINESS: PUBLIC HEARINGS**

Ms. von Aulock began the presentation by reviewing the comments from the Board at the August 8<sup>th</sup> meeting and noting that the following changes had been submitted subsequent to the meeting:

- Fire Department resubmitted a new worksheet with revised price for the Fire Alarm Bucket Truck (F4)
- DPW has agreed that the Municipal Storage Facility (Maint. A1) will be put off another year to allow for the recommendations of the facility study.

She indicated that Natural Resource Planner Kristen Murphy was present this evening with an update on the Conservation Commission project - the acquisition of the Elliot property.

Natural Resource Planner Kristen Murphy addressed the Board and indicated that there had been some new developments with the Elliot property proposal and that Mr. Jay Gregoire, Conservation Commission member was present to share this information with the Board.

Mr. Gregoire approached the microphone and thanked the Board for hearing from the Commission this evening. He recalled for the Board that Ms. Murphy had presented the Elliot property project to the Board at the August 8<sup>th</sup> meeting and subsequently there had been a few updates that the Commission thought might be helpful to the Board in considering the project. He provided a brief summary of their proposal for acquisition with the following updates noted:

- The project was approved for a Wetlands Reserve Program (WRP) Grant for \$54,000. The project was one of 9 projects statewide that were chosen for funding and was ranked #3 of 50 total applications received. The WRP grant provides funding for the clean-up of the property.
- The Phase I Environmental Assessment report came back and there were no environmental issues identified.

***These Minutes are subject to possible corrections/revisions at a subsequent  
Exeter Planning Board meeting.***

- The total project cost is \$149,400. The CC is applying for several additional grants and Southeast Land Trust will be doing private fundraising. The CC is considering the use of existing conservation funds of up to \$25,000, and the existing balance of the \$3M Bond in the amount of \$33,510. The Commission is proposing this CIP request of up to \$26,590 in the event that the grants and fundraising does not provide the remaining funds necessary. He indicated that the Commission will know if the LCHIP grant is awarded in December so that will provide enough time to know whether they will need to seek support for a warrant article or not.

Ms. von Aulock continued with her explanation of other updates to the CIP document, as follows:

- The worksheet for the replacement of Public Safety Complex heating boilers (Maint. A3) has been revised to include maintenance costs,
- The worksheet for the Exterior Paint and Repair/Parks and Rec Building (Maint. A2) has been revised to include info regarding the last time the building was painted.
- Maint. A6 Plumbing/HVAC van – cost below \$25K threshold – suggested consider putting into Operating Budget.
- Water G4 ½-Ton Truck #3 – cost below \$25K threshold – suggested consider putting into Operating Budget.

At this time, Acting Chairwoman Corson opened the hearing for public comment.

Mr. Don Woodward commented on the Linden Street and Court Street Culvert project and inquired if there was any update on the new design. Public Works Director Jennifer Perry responded that work on the design had not yet commenced, although discussion was pending and it was anticipated that activity would begin sometime next month toward the design.

Selectmen Clement commented that during the initial CIP session he understood that the culvert projects could be delayed a year given work on the design had not yet commenced. Ms. Perry indicated that she had not recalled discussion about the project being delayed, however she was not present at the first CIP meeting. She did indicate that the proposed construction of the project would be phased over two years (2014-2015).

With respect to the two projects being considered as “Operating Budget” items, Mr. Clement asked who would be making that determination. Ms. Perry indicated that it was being proposed to be placed in the budget under Capital Outlay for the three (3) vehicles in the general fund; and similarly in the Water & Sewer Fund for the other two vehicles. Mr. Clement clarified that most likely the Budget Committee would be reviewing these items as part of the DPW budget; Ms. Perry concurred.

Mr. Clement commented that what he did not see in the vehicle/equipment replacement schedule was police cruisers. Mr. Dean responded that several years ago there was a determination made through the budget process that police cruisers were considered to be a recurring expense (due to the replacement program the Town has in place) and were moved into the operating budget as a traditional recurring expense. He noted that a single line item had been created in the budget for recurring vehicle expense for all Town departments.

There being no further Board discussion, ***Ms. Bergeron moved support the “Capital Improvement Program 2014 – 2019” document, as presented, and forward it to the Board of Selectmen and Budget Committee for their review and use in determining the final list of projects to be presented at the March 2014 Town Meeting; second by Mr. Cameron. VOTE: Unanimous.***

## **OTHER BUSINESS**

### **“THACHER COMMONS” – 131 COURT STREET - PB CASE #2406**

The Board reviewed correspondence from Three G Real Estate Development, LLC, dated July 16, 2013 requesting release of the Letter of Credit being held for the “Thacher Commons” project. The Board also reviewed a memorandum from Town Engineer Paul Vlasich, dated August 27, 2013, which indicated that the Town inspector had confirmed the project was completed to the satisfaction of the Town and that release of the \$39,397.40 currently being held by the Town was recommended subject to receipt of two

sets of 'as-built' plans for the file. It was represented that the 'as-built' plans had been received and reviewed by Mr. Vlasich. Acting Chairwoman Corson mentioned that there was an outstanding balance of \$550.00 due for inspection services which shall be paid prior to the final release.

***Ms. Woolhouse moved to approve the bond release, as requested, subject to the payment of the outstanding inspection fees; second by Mr. Cameron. VOTE: Unanimous. PERFORMANCE BOND RELEASED.***

**CONTOOCOOK RIVER LOFT, LLC ("Linden Commons" subdivision) – PB CASE #2711**

Ms. von Aulock provided a brief update on the progress of the "Linden Commons" vegetative buffer issue with abutting property owner. She indicated that the developer's representative, Paul Kerrigan had met on site with the abutter, Mr. Kendall Grenier, Planning Board Inspector Jeff Hyland, and Mr. James Long, State of NH Licensed Forester to observe the vegetative buffer between Lots #22 and #23 on Winslow Way, and abutting Mr. Grenier's property. She indicated that a report would be forthcoming from the forester.

It was noted that correspondence had been received from Mr. Jonathan Ring, P.E. of Jones and Beach Engineers, dated September 10, 2013, requesting postponement of the discussion scheduled for this evening until the Board's September 26<sup>th</sup> meeting.

**APPROVAL OF MINUTES:**

Action on the minutes of August 8, 2013 was deferred until the Board's next meeting.

**TOWN PLANNER ITEMS** - None

**REPORTS ON "OTHER COMMITTEE" ACTIVITY** - None

**CHAIRMAN'S ITEMS** - None

There being no further business before the Board, ***Mr. Cameron moved to adjourn; second by Ms. Bergeron. VOTE: Unanimous. The meeting was adjourned at 7:35 P.M.***

The next meeting of the Exeter Planning Board will be held Thursday, October 10, 2013 at 7:00PM in the Novak Room at the Exeter Town Offices.

Respectfully submitted,

Barbara S. McEvoy  
Deputy Code Enforcement Officer  
Planning & Building Department

:bsm