

## Draft Minutes

### Exeter Board of Selectmen

**April 21, 2014**

#### **1. Call Meeting to Order**

Chairwoman Julie Gilman called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Dan Chartrand, Selectwoman Nancy Belanger, Selectwoman Anne Surman, and Selectman Don Clement. Town Manager Russell Dean was also present.

#### **2. Board Interview – Planning Board**

The Board had met with Aaron Brown at 6:50 p.m. in the Wheelwright Room to conduct an interview for the Planning Board. The Board also met with Valerie Ouellette for an interview for the Historic District Commission.

#### **3. Bid Openings**

There were no bid openings.

#### **4. Public Comment**

Gerry Hamel spoke, saying Parks & Rec decided they would not be having any concerts in the park this year because of the budget. He asked if there is any way there can still be concerts, asking if there is any money anywhere in the budget or if there is anyone who can sponsor the concerts. Chairwoman Gilman said there has been discussion about trying to find some money to do the concerts. Selectman Clement asked if it had been cut out of the budget. Selectwoman Gilman said there wasn't anything specific in the budget for this, that it was part of the Parks and Rec budget and they decided to cut it.

Art Baillargeon spoke, saying it was the second meeting in a row that an agenda was not posted at the Library. Chairwoman Gilman said she would look into the matter.

#### **5. Minutes & Proclamations**

##### **a. Regular Meeting: April 7, 2014**

Brian Griset spoke, making two amendments to the minutes; one on page 1 and one on page 3. He gave his explanation for his amendments. A Motion was made by Selectwoman Surman to accept Mr. Grisets first amendment. With no second, the Motion failed.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the April 7, 2014 BOS minutes as respectfully submitted by Nicole McCormack, recording secretary. Selectwoman Surman asked what the problem was with correcting the minutes to reflect Mr. Griset's amendments. Vice Chair Chartrand explained the minutes are a summary of the meeting and not a verbatim. Selectwoman Surman said there should always be a second to motions so they can be open for discussion. With a Motion on the table, the Board voted, passing the Motion with one nay from Selectwoman Surman.

There were no proclamations.

## **6. Appointments**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Stephanie Canty to the Budget Recommendations Committee. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand to appoint David Michelsen to the Water/Sewer Advisory Committee for a term to expire April 30, 2017. Motion carried – all in favor.

## **7. Discussion/Action Items**

### **a. New Business**

#### **I. Discussion: Public Comment**

Selectwoman Surman said she does not want anybody to think the Board of Selectmen doesn't care what people have to say by making them wait to the speak at the end of the agenda. She also wondered why it was previously said putting Public Comment at the end of the agenda would change the tone of the meeting. Chairwoman Gilman felt that while it was the public's right to speak to the Board, the Board would rush through the New and Old Business after Public Comment because of what was sometimes said. She went on to read what a memo of what Public Comment was for, that all comments were supposed to be respectful and aimed to the Chair. She felt that sometimes strayed. She explained why she felt it should be changed. That it was getting a bit unproductive. She said she wanted to try Public Comment at the end of the agenda for six months and see how it went. After that period they could decide to keep it there or change it. Selectman Clement said he thinks it should be in the beginning. He said it would be best for the public. Vice Chair Chartrand said they elected Chairwoman Gilman to be Chair for a reason and he stood behind her decision. Selectwoman Surman asked if there were any more details of why she would like it to be at the end. Chairwoman Gilman said behavioral issues were not allowing business to be done. Frank Ferraro spoke, saying it send a chilling effect to the public to put it at the end. He said it serves the public best to allow them to come and speak at the beginning of the meeting. Jerry Hamel said Public Comment is an important part of the meeting and it should be at the beginning of the meeting, that people want the information first. Nelson Lourenco spoke, saying it is

important to have Public Comment at the onset for people to become aware of what's on the agenda, in case they think something is on the agenda that actually is not. Bill Campbell spoke, saying he is an advocate of keeping Public Comment at the beginning. He urged the Board to reconsider and vote to keep it at the beginning. Frank Patterson mentioned it was fitting to have this discussion on Patriots Day. Brandon Stauber said it is important to have Public Comment at the beginning. Art Belageron would also like to keep it at the beginning. He commented that when it's cold out people want to come say their piece and don't want to wait through snow to do so.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to continue to have Public Comment where it was placed tonight. Motion carried with a 3-2 vote.

## **II. Public Hearing: Elliott Property Purchase**

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to open public hearing on the Elliott Property. Motion carried – all in favor.

Mr. Dean said the Article 17 passed overwhelmingly, which was the Article to purchase the Elliott property for conservation. He said the Conservation Fund will be pay a piece as well from the Conservation Commission. Selectwoman Surman asked how much the Conservation Fund was giving. Mr. Dean answered \$25,000. Chairwoman Gilman asked for any comments. With none, a Motion was made by Selectman Clement and seconded by Selectwoman Surman to close the public hearing. Motion carried – all in favor.

## **III. Quarterly Financial Report**

Doreen Ravell, Finance Director, gave the Quarterly Financial Report. She said the auditor was coming in this week. She reported that last week they were working on the Great Dam Removal and the Lincoln Street sewer projects. Great Dam Removal was coming out of the general fund. Mr. Dean said the general fund was at \$2,059,667 which includes \$1.786 million for the Great Dam Removal. Ms. Ravell went on to say that in regards to the general fund revenues, they have not billed taxes yet. Everything is tracking. The LGC insurance reimbursement was unexpected revenue. Next quarter will look better when tax revenue comes in. The general fund expenditures are tracking close to last the prior year. Ms. Ravell said spending looks good. She said one big expenditure was the sewer vector truck that finally arrived.

In regards to the water fund, Ms. Ravell said they are tracking at 23% on water revenues. She said there are a couple of debt service payments but the fund is tracking.

In regards to sewer, Ms. Ravell said they are on the same track. They did appropriate for the Wastewater Treatment Plant. They are now looking at \$200,000 for the new sewer line. Ms. Ravell also commented that the new vector truck is beautiful.

The first revolving fund is CATV. This fund has a \$18,000 net income with \$11,900 for the E-Channel Assessment. The recreation revenue looks healthy this year. She does not anticipate any surprises with this fund. The ambulance fund is budgeting less this year for ambulance transfer revenues.

Ms. Ravell said as of this 3/31 of this year, 98% of the property taxes billed in 2013 were collected. She said this is a norm for the town. The consistent liening process has made a 47% decrease in property taxes in arrears. There is also an 18% decrease in the water/sewer receivables. Mr. Dean said water shut-offs are rare, that they work with people to get those bills up to date through payment plans.

Chairwoman Gilman said all departments are doing a great job staying within their budgets.

#### **IV. IRS Mileage Rate 2014**

Doreen Ravell said sometimes the IRS fuel rate goes one way or another so be aware. Chairman Clement said he is reluctant to automatically change the rate yearly. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the IRS Standard Mileage Rate of \$.56 per mile as the town's reimbursement rate. Motion carried – all in favor.

#### **V. 2014 Paving Proposal: Bell & Flynn**

Jennifer Perry gave the proposal. She said Exeter does have very favorable, reasonable process. The proposed 2014 rate is \$72.90 per ton which is the same as last year. Selectwoman Surman asked how much work would actually be done by July 15, which is the deadline. Jay Perkins said as soon as they get the OK to start they would. He said 2/3 would be done by July 15.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement that the Exeter BOS extend the paving contract with Bell & Flynn. Motion carried – all in favor.

#### **VI. Lease/Purchase Documents: Ladder Truck**

Mr. Dean said the ladder truck will be here within 30 days. He said they are recommending the lease/purchase agreement go to tax exempt leasing. They are able to secure a very favorable deal through the tax exempt leasing. The bid was awarded to KME for \$824,097 which included a \$30,000 trade on the 1994 ladder truck. There is a recommended 7-year lease purchase, instead of the 10-year that was originally approved. The payments will be \$110,487.57 which is very favorable.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the lease/purchase financing for the Fire Department Ladder Truck, through Tax

Exempt Leasing Corp., for a period of seven years in the amount of \$700,995, plus interest at the rate of 2.52%, as presented. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to authorize the Town Manager to execute the lease/purchase documents to effectuate the lease/purchase. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the Resolution of Governing Body on the Lease for the ladder truck for the Fire Department. Motion carried – all in favor.

## **VII. 2014 Committee Assignments**

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to appoint Margaret Matick to the Conservation Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to appoint Cynthia Field as alternate for the Conservation Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Karen Derosiers, Kathy Lewis Thompson, and Lauren Chuslo-Shur to the Exeter Arts Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to appoint Madeleine Hamel, Jason Proulx, and David Hampson to the Exeter Economic Development Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to appoint Rod Bourdon and Lionel Ingram to the Exeter River Study Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Mary Dupre to the Heritage Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to appoint Patrick Gordon as an alternate for the Historic District Commission with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Len Benjamin as alternate for the Historic District Commission with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Kathy Corson as alternate for the Planning Board with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Rod Danielson as alternate for the Technology Committee with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Rick Thielbar to the Zoning Board of Adjustment with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint Martha Pennell as an alternate for the Zoning Board of Adjustment with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Anne Surman to appoint Gene Lambert to the Water Sewer Advisory Committee with a term ending April 30, 2017. Motion carried – all in favor.

## **b. Old Business**

### **I. Bid Award: Parks/Recreation Mower**

Mr. Dean said Perkins Lawnmower was the low bidder for the mower. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to approve award for the bid to Perkins Lawnmower in the amount of \$7,995. Motion carried – all in favor.

## **8. Regular Business**

### **a. Tax, Water/Sewer Abatements & Exemptions**

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the abatement for the following map/lot/units: 110/2/13A for \$61.16, 110/2/82 for \$334.23, 110/2/74 for \$43.73, 110/2/31 for \$54.25, 110/2/100 for \$145.51, 115/11 for \$3157.44, 111/5/1B for \$425.85, 65/166 for \$2530.12, 85/21 for \$525.81, and 62/102/48 for \$1085.45 Motion carried- all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve two veteran's credits both in the amount of \$500 for the following map/lot/units: 68/6/534 and 68/6/542. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Veteran's Credit for map 86, lot 66, unit 1 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the Veteran's Credit for map 61, lot 4 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 104, lot 79, unit 102 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 63, lot 120 in the amount of \$236,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 63, lot 102, unit 33 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 104, lot 79, unit 313 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 85, lot 89, unit 14 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 95, lot 64, unit 335 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 73, lot 130, in the amount of \$109,525. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 64, lot 105, unit 35 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the elderly exemption for map 95, lot 64, unit 376 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the disability exemption for map 95, lot 64, unit 55 in the amount of \$125,000. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the disability exemption for map 95, lot 64, unit 291 in the amount of \$125,000. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the disability exemption for map 95, lot 64, unit 144 in the amount of \$125,000. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to deny the disability exemption for map 103, lot 13, unit 49. Motion carried – all in favor.

**b. Permits & Approvals**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the permit for use of the Town Hall Stage by Mike Favreau for a “Tour” with group on 6/6/14 from 6-11pm. Motion carried – all in favor.

**c. Town Manager’s Report**

Mr. Dean provided his Manager’s Update in the packet. He highlighted the following:

- Sportsmen’s Club noise testing originally scheduled for April 8<sup>th</sup> was postponed due to rainy weather
- Held a meeting with Laurel Bistany of the REDC on April 10 to get input on the Economic Development Director.
- Signed a grant application for the Conservation Commission for the Raynes Roof project
- Facilitated removal of Christmas lights still hanging at Gilman Garrison house with Unitil.
- Participated in Budget Rec. Com. kickoff meeting with charter workgroup on April 16.

**d. Selectman’s Committee Reports**

Selectwoman Belanger reported a Water/Sewer Advisory Committee meeting on April 9. They are awaiting a rate study.



Vice Chair Chartrand reported an Exeter Economic Development meeting where they voted to refer TIF matter back to the BOS.

Selectwoman Surman reported Conservation Commission met but she was unable to stay for the whole meeting so Selectman Clement stood in.

Selectman Clement reported Conservation Commission met. Planning Board met and River Committee also met and talked about steps for the Dam. Also, NOAA rep was there.

Chairwoman Gilman reported Heritage Commission met and is getting their library together. Historic District Comm. met.

**e. Correspondence**

The following correspondence were included in the packet:

- Monthly reports from Exeter Public Works, Fire Dept, and Police Dept.
- Letter from Jaime Lopez about resignation from Heritage Commission
- Letter from Daniel O'Hearn about Public Comment remaining at the beginning of the agenda

**8. Review Board Calendar**

Chairwoman Gilman said the next BOS meeting will be May 5, 2014. At which time they will discuss Swasey Parkway concerts and updates on rules and policies.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to adjourn the meeting at 9:10 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack  
Recording Secretary