

Draft Minutes

Exeter Board of Selectmen

July 14, 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, Selectwoman Nancy Belanger, Selectwoman Anne Surman, and Selectman Don Clement. Town Manager Russell Dean was also present. Vice Chair Chartrand was absent.

2. Bid Openings/Awards – Raynes Roof:

The bid award for the Raynes roof replacement went to Valliere Construction, LLC for the amount of \$33,350. Mr. Dean explained where those funds will come from; \$22,000 appropriated through the 2014 town budget process, \$8,000 from the Conservation Committee, and the remaining \$3,350 will come from the Maintenance Projects account.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to accept the bid from Valliere Construction, LLC for \$33,350 for replacement of the Raynes Farm roof. Motion carried – all in favor.

3. Public Comment

Gerry Hamel asked for a follow-up on Stoneybrook. He talked about some charges that haven't been being charged and asked the Board to look into it. Chairwoman Gilman said RSA 362:4 talks about selling water to another town. She said they need to look at this RSA when looking at rates. Brian Griset talked about an agreement that was entered into in 1985 which says the town is allowed to charge rates and fees. He encouraged the Board to act swiftly as there are only three weeks before Stratham issues a Certificate of Occupancy.

4. Minutes and Proclamations

a. Proclamations/Recognitions

None.

b. Regular Meeting: June 30, 2014

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to accept the minutes of the June 30 BOS meeting. Motion carried – all in favor.

5. Appointments – Heritage Commission

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to appoint Faith Flythe as a full member to the Exeter Heritage Commission with a term ending 4/30/2017. Motion carried – all in favor.

6. Discussion/Action Items

a. New Business

i. Involuntary Lot Merger Application: 7 Crawford Avenue

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to open public hearing for the Involuntary Lot Merger Application. Motion carried – all in favor.

Chairwoman Gilman explained what the lot merger is and said the owners are seeking the restoration of two separate lots that were previously involuntarily merged. Steven Fee, the property owner, said the deed says there are two separate lots.

Brian Griset spoke, and explained there is an RSA that was put into place about the merging process. Selectwoman Belanger said they need to review the language of the RSA. Selectman Clement said the Planning Department's input will be helpful. Mr. Dean said that Doug Eastman's office confirmed that this lot was involuntarily merged.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the BOS approve the Restoration of Involuntary Merger application from lot 94-15 to lots 94-15 and 94-15(1). Motion carried – all in favor.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to come out of public hearing. Motion carried – all in favor.

ii. Train Station Welcome Center Status

Bob Hall gave a presentation on the status of the Train Station Welcome Center. He said 10 Downeaster trains run through the station daily. There were 900,000+ riders from 2001-2014. Exeter has the busiest NH station. It is the only station above Haverhill that doesn't have a station. Exeter is approaching its 1,000,000 rider and needs a station. There are no bathrooms currently. The building/waiting area to be purchased at the station would be good for ticket counters and bathrooms. It would hold about 25 people.

The station area vision is to support the area neighborhoods, boost Lincoln Street vitality, and provide a significant economic opportunity.

Mr. Hall said the NEPRA has given the green light on construction in Brunswick, Maine, which will mean more trains through Exeter. Within 5 years the train will run to NYC.

Mr. Hall wanted to emphasize on three things; provide 2014 CIP line for \$403,000 for the Baggage/Welcome Center, address long-term needs for parking, and an update NH Plan for 2014.

Selectwoman Surman asked if there are other options for a Welcome Center without the purchase of the said building. Mr. Hall said yes, there is a trucking company near the train station parking lot that has a large parcel of land.

Selectman Clement asked if the \$403,000 placement holder includes the purchase of the building. Mr. Hall said yes, it does.

iii. Wastewater Planning Options Status

Mr. Dean said in December the town signed a contract with Wright-Pierce to do the wastewater facilities plan after BOS approval. Work has been ongoing ever since.

Water/Sewer Advisory Committee Chairman Bob Kelly gave an update. He said there was an Administrative Order of Consent signed in 2012 with the EPA. An analysis came out saying Stratham will be a good work partnership and it is in Exeter's best interest to explore partnering with them. Wright Pierce was hired and it was determined it will cost \$40 million to build the new plant. Rates will be negatively impacted. EPA has made it clear there is a strict timeline to do this project. The Wright-Pierce plan will be coming soon and Underwood will have the report by September on the Portsmouth option which will detail cost. Mr. Kelly said the Board will be getting more information going forward as info get more finalized. Both Exeter and Stratham are kicking in 50% for the Underwood assessment.

Mr. Dean wanted to clarify that they are not there yet with the options. There is still some finalizing which needs to be done.

Mr. Kelly said they are still trying to cut costs on everything.

Brian Griset said he is disturbed about the April 16 Wright-Pierce letter in the packet. He is disturbed that it only looks at engineering. He thinks all the solutions should be looked at. The Economic Development Director should jump right in on this project.

Gerry Hamel asked where the benefit is made. That is his biggest concern. He wondered if it is going to be a 50/50 thing. He said Exeter will create a growth area for Stratham. He said they should look at the future.

Selectwoman Belanger said there is no report yet. Everything is preliminary. When the report comes out everything will be answered.

Selectwoman Surman wanted to make sure all topics are covered in the report. It's not just engineering, it is also the economic plan.

iv. Discussion: Great Dam Section 106 Process

Chairwoman Gilman had some questions about River Study being in charge of the Section 106 process. She asked who should be leading this process and felt Heritage Commission should have more of a say. Selectman Clement said he felt confident with River Study delegating. Chairwoman Gilman said this is a process that deals with the heritage. She didn't want to discredit anyone but thinks the face that should be in charge of this process should be one that deals with heritage. Selectman Clement said there are many faces that are dealing with the process. Chairwoman Gilman said she would like to see the Heritage Commission get more recognition.

There was further conversation about the consulting parties; who is included and who gets the memos and correspondence.

v. 2014 Classification Plan

Mr. Dean said employees filled out a position questionnaire and positions were rated. Each category is given a point based on good human resources practices. The recommendation from MRI is to adopt a 20-grade system which is good because there is no classification system now. Mr. Dean said it is good to maintain the integrity of organization via a system like this. This is a good tool to maintain an organized system. Mr. Dean explained the study and said this study did a good job at sorting out pay ranges.

The Board looked at the draft New Non-Union Pay Scales in the packet.

Brian Griset spoke, and asked the Board to table any decisions on this until next meeting so everyone had some time to go over everything.

Chairwoman Gilman said she wants to adopt this plan but wants to go with the consensus of the Board.

Selectman Clement said this is pretty critical so they should wait until Vice Chair Chartrand is present and there is a full Board.

The Board decided to wait until the next meeting to adopt this.

b. Old Business

i. Town Hall Lincoln Marker

Chairwoman Gilman said the State of NH approved an "Abraham Lincoln Speaks in NH" sign to be placed in front of the Town Hall. It has been approved and paid for by the Exeter Historical Society. The sign has been made. Mr. Dean said the Society doesn't have resources to insure the sign so they could either ask them to insure it or the town can insure it.

ii. Town Office Wiring Status

Chairwoman Gilman said the wiring issue, which has been brought up in the town offices, has been recommended to be put on CIP.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Surman and seconded by Selectwoman Belanger to table the Intents to Cut until the next meeting. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to approve the application for the use of the Town Hall by Christopher Bartell for the Regeneration Church to have an Easter Celebration on April 5, 2015 at 10:30 am. Motion carried – all in favor.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to approve the application for the use of the Town Hall by Evelyn Orr for the Exeter Women's Club to have antique appraisals on October 19, 2014 from noon-5:30pm. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean talked about the following:

- He facilitated a positive meeting with Parks/Rec Director and YMCA reps to discuss efforts related to developing synergies between the parties in anticipation of the new YMCA
- Attended a ceremony for the new groundwater plant to be built on Lary Lane
- Resolved a bunting issue after receiving a complaint that the bunting on the bandstand looked "shoddy"
- Managed several citizen walk in requests/issues

- Worked through a cleanliness issue with the Oyster River Players regarding the use of the Town Hall
- Work on the Town Office security system continued
- Completed several follow-up items for the 2013 audit

d. Selectmen's Committee Reports

Selectwoman Belanger had nothing to report.

Chairwoman Gilman had nothing to report.

Selectwoman Surman reported a Conservation Committee meeting and said a celebration of the Elliot property purchase will be on August 9 at 10 am.

Selectman Clement reported River Study Committee met. Planning Board also met.

e. Correspondence

The following correspondence were included in the packet:

- A letter from Francesca Fay about rejoining the Exeter Arts Committee.
- An email from the town of Kensington about discussing ambulance coverage for their town
- A memo from the Exeter Fire Department about a Commissioning Ceremony for the new ladder truck on July 25th
- A letter of complaint from Benita O'Connell about Animal Control Civil Forfeiture
- June/July 2014 W & S Report

8. Adjournment

Chairwoman Gilman said the next BOS meeting will be July 28 and they will discuss the NHMA policies, flood insurance, finalizing the Classification Plan, and the quarterly financial report.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:37 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack
Recording Secretary