

## Draft Minutes

### Exeter Board of Selectmen

August 11, 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. Bid Openings/Award:**

None.

#### **3. Public Comment**

Harry Thayer spoke, and explained why he is upset with the new Classification pay plan. He talked about the fire department in particular, and talked about the RSA's that pertain to them. He listed what the fire department is capable of and what their duties are. He said no other town officials have this much power. He thinks the fire chiefs were graded too low. He said the new pay plan is a big mistake.

Bob Eastman spoke, and talked about a letter he had written to the newsletter. He is also upset with the new pay plan. He went through the new pay grades that he doesn't agree with. He said the pay plan makes no sense to him and he urged the BOS to consider rescinding the plan.

Brian Griset spoke, and said he had an issue with last meetings minutes. He said his comments were disregarded and it had appeared he left early in the meeting. He said it was interesting to read the whole Classification Plan. He asked who will place the current employees in the pay plan. He said there is a \$100,000 increase on the new pay plan. He wants to know the justification of this increase. He said he sees no justification for this pay scale based on there is no need for it. Vice Chair Chartrand said he is not sure where the \$100,000 figure came from. The increase was put into the budget last year. This figure is a tactic and not fact based. Mr. Griset said it is not a tactic, it is an analysis based on surrounding towns. Chairwoman Gilman reminded that the pay scale is over a period of time, not one year.

#### **4. Minutes and Proclamations**

**a. Proclamations/Recognitions**

None.

**b. Regular Meeting: July 28, 2014**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the July 28, 2014 BOS meeting. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to rescind the Classification Plan as recommended by the Town Manager, Human Resource Director, and MRI Consultants that was made at the BOS meeting of July 28, 2014.

Selectwoman Surman explained her reasoning for making this motion. She said the current plan is only 5 years old and it is working. She also said that on page 76 of the report they received from MRI it says that Exeter is doing a good job with the pay scales based on surrounding towns. She said further study is needed on this new plan. She said the new plan is flawed. She said she will spend her time to work on this with someone. They need to study it more and compare it to what they have.

Vice Chair Chartrand objected to any characterization that the BOS did not do their research on this. He said this has been a long process. His problem is the current plan is based on longevity and the new plan is an improvement.

Selectman Clement said he has reviewed the plan and what is most intriguing is what the plan doesn't say. It doesn't say that the current pay plan is outdated or anything of the sort. It does say, however, that the current pay plan is good. The 2009 plan isn't perfect, no plan is, but why take a plan that is working and effective and put in a plan that employees don't understand the implementation of or the appeal process. He said they don't need to jump into this new plan. He said they didn't see this new plan's report until 3 days before the last meeting. He says this is not enough time to implement it.

Chairwoman Gilman asked if the new plan is in place. Mr. Dean said yes, it is in place. He said the appeal process is a new process, as there wasn't anything before. He said this new plan covers a lot of positions. It covers positions that up until now were not classified. He said implementation of the new plan was made as close to the old plan as possible.

Selectman Clement said many employees don't have a good understanding of the implementation of the new plan. He said they are talking about putting a plan in place that they are not ready to put in place.

Selectwoman Belanger asked if the implementation is in place now, and Mr. Dean said it started July 7 and people have seen this change in their pay already. Based on this, Chairwoman Gilman asked if they even can rescind. Selectman Clement said they should be

able to; they have had payroll issues before. Selectwoman Belanger asked if they have given a raise to employees in the past and rescinded it. Mr. Dean said not that he can remember. Selectwoman Surman said this new plan is fresh and now is the time to get it right.

With a Motion on the table, the Board voted 2-3, with Belanger, Chartrand and Gilman voting nay. Motion fails.

## **5. Appointments – Economic Development Commission, Arts Committee**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman that the Board of Selectmen appoint John Mueller to the Economic Development Commission to fill the unexpired term of Cynthia Tokos, with a term to expire April 30, 2016. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement that the Board of Selectmen remove Rawson Webb from the Exeter Arts Committee effective August 11, 2014, due to non-compliance with the Selectboard policy on committee attendance. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger that the Board of Selectmen appoint Francesca Fay to the Exeter Arts Committee, term to expire April 30, 2015.

## **6. Discussion/Action Items**

### **a. New Business**

#### **i. Health Ordinance Update – Second Reading**

A Motion was made by Selectman Clement and seconded by Vice Chair Chartrand to open public hearing. Motion carried – all in favor.

Selectwoman Surman read the Town Health Ordinance 1204 proposed updates, word for word.

A Motion was made by Selectman Clement and seconded by Vice Chair Chartrand to closed public hearing.

Mr. Dean said if there are any questions about this the best way to get answers is to contact the health department.

### **b. Old Business**

#### **i. Permits Policy Update**

Selectman Clement have a list of four recommendations he has for the permits policy. Selectwoman Gilman asked what the four recommendations were. Selectman Clement said they were the following:

- 1) For the purpose of compliance, the state law should reflect the RSA.
- 2) The town ordinance should be reviewed and updated for consistency.
- 3) The permit forms should be reviewed for consistency and consolidated.
- 4) They should consider a separate approval process between municipal and non-municipal procedures.

He said these are things they need to be looking at. He said a lot of permits are allowed to be signed by the Town Manager and he thinks the BOS should be giving approval for permits, as the state statutes say.

Vice Chair Chartrand asked if there has been any opinion from town counsel pertaining to this. Mr. Dean said town counsel has said it is up to the Board. Selectman Clement disagreed, saying that is not what the statutes say. Vice Chair Chartrand said his inclination is they delegate this respectively to the Town Manager. Selectman Surman said the RSA is pretty clear, and she disagreed that they should delegate to the Town Manager. Chairwoman Gilman delegated Vice Chair Chartrand, Selectman Clement, and Mr. Dean to sit down and go through the details of this. Selectman Clement said as a Selectman, it is their responsibility to vote on these as a governing body. Vice Chair Chartrand, Selectman Clement and Mr. Dean agreed to sit down and come up with some ideas on the details of this issue. Brandon Stauber asked if the public will be able to sit in on this. Chairwoman Gilman said it is not a public forum.

## **ii. Review NHMA Policy Positions**

Chairwoman Gilman asked the Board for their feelings on this. She said there are a lot of policy positions she is willing to support.

Vice Chair Chartrand sad he had two that he liked. The first was #1 under Infrastructure Development and Land Use for the restoration of full general revenue funding for municipal state aid grants. He said this is critical since they are about to take on some major infrastructure. The Board agreed. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to support #1 under Infrastructure Development and Land Use. Motion carried – all in favor.

The second one from Vice Chair Chartrand was a Standing Policy Recommendation #25 where the NHMA is in opposition to an increase of 60% non-vote requirement. A Motion was made by him and seconded by Selectwoman Surman to support this. Motion carried with a 3-1 vote, Gilman a nay, and an abstention from Clement.

Selectwoman Surman likes #23 to see if NHMA would support legislation to simplify the process of a municipality converting from a calendar year budget to a fiscal year budget. The Board agreed. A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to support the budget year conversion and legislation to simplify the process of municipalities. Motion carried – all in favor.

Selectwoman Belanger talked about #3 on page 1, Welfare Lien Priority. She thinks this is a good idea. A Motion was made by Selectwoman Belanger to support the policy for Welfare Lien. With no second, the Motion failed.

She also likes #10 on page 3, Storage of Records. This changes records to include putting records on paper or microfilm. Selectman Clement asked to get the Town Clerk's perspective on this. Chairwoman Gilman agreed the Town Clerk's opinion would be good. Mr. Dean said they will get some clarity on the intent of this.

Selectwoman Belanger talked about #4 on page 8, Clarification on Elderly Exemption. She would like this clarified.

Selectwoman Belanger also talked about #7 on page 10. Mr. Dean explained this policy which pertains to real estate tax. A Motion was made by Selectwoman Surman and seconded by Selectwoman Belanger to support the legislative policy for all public real estate taxable if used by private occupants. Motion carried – all in favor.

Chairwoman Gilman talked about making detailed plans unavailable in the planning department, which is part of the 91-A on page 4. She said it makes it easier for crimes to be committed by knowledge of floor plans which are public.

Next, she talked about the Telecomm Company tax. A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to be against the property tax exemption for Telecomm utility poles. Motion carried – all in favor.

Chairwoman Gilman also talked about page 17, Complete Streets. She said many towns have adopted a proclamation. It is proposed to adopt it statewide. Mr. Dean said the town has come into issues when looking at things like bike paths on state roads. He said this is good to put into the pot for discussion. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to support proposed legislation for Complete Streets. Motion carried – all in favor.

Chairwoman Gilman said lastly, they need to delegate a designee. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to designate the Town Manager to be designee with NHMA matters. Motion carried – all in favor.

## **7. Regular Business**

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

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Land Use Change Tax for map 32, lot 23 for \$0. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Jeopardy Tax for map 104, lot 84 in the amount of \$262.90. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve the Jeopardy Tax for map 96, lot 2-3 in the amount of \$396.96. Motion carried – all in favor.

**b. Permits & Approvals**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to approve the application for use of the Town Hall and Town Hall Stage by Robert Prior for the Meet the Candidates Night on September 3, 2014 from 5-8:30 pm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the application for use of the Town Hall by the Exeter Youth Soccer on August 19, 2014 from 730-9 pm. Motion granted – all in favor.

**c. Town Manager's Report**

Mr. Dean talked about the following:

- Fielded several DPW-related issues regarding capital projects
- Reviewed CIP draft materials for 2015-2020 CIP
- Reviewed the status of Starr Barn Easement 32 Hampton Road
- The Seabrook Drill will be August 20<sup>th</sup>
- He met with Julie Gilman and others on Kingston Road bike path application.

Selectman Clement said he would like to get a public presentation on this.

**d. Selectmen's Committee Reports**

Selectwoman Belanger had nothing to report.

Vice Chair reported the EDC meeting for tomorrow will be pushed back for a week.

Chairwoman Gilman reported had nothing to report.

Selectwoman Surman reported she went to the Eliot property and it was a great experience.

Selectman Clement also went to the Eliot property. He said CIP presented to the Planning Board on Thursday. Wednesday there is a Rockingham Planning Commission meeting.

**e. Correspondence**

The following correspondence were included in the packet:

- There is a memo from the Town Manager about Stoneybrook in the packet. Mr. Dean said he raised several questions including how the Agreement related to RSA 362:4. The RSA concludes that you cannot charge out of town customers more than you charge your own customers for sewer. Research is still being conducted about this matter. The Board asked for a recommendation for a new agreement from the DPW.
- A letter from Tranquility Salon and Skin Care about the town's sidewalks
- A letter from Joanna Pellerin thanking the Town for improvements to Seminary Memorial
- A letter from NHDOT about a Block Grant Aid
- A letter from American Independence Museum
- A letter from Thomas Jameson about transportation alternatives
- A letter about the Great Dam from Exeter DPW
- A letter from Michael Jeffers about the Meter Replacement Project
- Two letters from Seacoast Mental Health
- A letter from Pennichuck about the rate case
- A letter from Richie McFarland Children's Center thanking for approving a fund request
- A letter from Dept of Commerce about the Great Dam
- A letter from New Generation, Inc.
- A letter from Seacoast Family Promise
- A letter from Southeast Land Trust
- A letter from American Red Cross

**8. Review Board Calendar**

Chairwoman Gilman said the Board will meet in two weeks, August 25, 2014.

**9. Adjournment**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to adjourn the meeting at 9:27 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack  
Recording Secretary