

These minutes are subject to possible correction/revision at a subsequent
Exeter Planning Board meeting

Exeter Planning Board

Final Minutes

August 14,2014

1. Chairman Ken Knowles called the meeting to order at 7:00 pm in the Nowak Room of the Exeter town offices on the above date.
2. BOARD MEMBERS PRESENT: Katherine Woolhouse, Kelly Bergeron, Ken Knowles, Don Clement (BOS Rep), Pete Cameron, and Aaron Brown. TOWN STAFF PRESENT: Sylvia von Aulock (Town Planner), Michael Jeffers (Water and Sewer), Jay Perkins (DPW), Paul Vlasich (DPW), Jennifer Perry (DPW), Sarah McGraw (Recording Secretary)
3. NEW BUSINESS: PUBLIC HEARINGS

Public Hearing on the 2015 Capital Improvement Program (CIP) projects as presented by the Town Departments. Copies of the proposed documents are available at the Planning Department Office.

*Mr. Clement made a motion to open the meeting second by Ms. Bergeron **VOTE: Unanimous***

Ms. von Aulock described the Capital Improvements Program. She described the first project, number M1, Exeter Train Station Welcome Center Restoration Project. The project encompasses the purchase and renovation of the building. The Town would use existing funds for the initial appraisal. There could be grants to help with part of the project.

BOARD COMMENT: Mr. Knowles asked if the project has no cost then why is it on the 2015 budget. Ms von Aulock said that they would wait for the appraisal to find the cost.

PUBLIC COMMENT: None

Project number L1 Library Renovation; Cost \$50,000 Ms. Hope Godino, Director of the Exeter Public Library described a Library Renovation by establishing a library capital restoration fund for the building. Ms. Godino said there is a need for improvements to the children's room, more quiet study space, more room for adult fiction books and expansion of the meeting areas.

BOARD COMMENT: Mr. Knowles asked if the renovation was internal. Ms. Godino said they would expand their footprint. Mr. Brown asked how they chose \$50,000 for the renovations. Ms. Godino said it was just to start the project. Mr. Cameron asked about the project timeline. Ms. Godino said it should take 3-5 years.

PUBLIC COMMENT: NONE

Mr. Eric Wilking, Fire Chief of the Exeter Fire Department spoke on five projects. He noted that the fire department follows the recommendations of the Mercury Fleet vehicle replacement recommendation and guide.

Project number F1 Fire Sub-Station Construction, cost : 2.5 million dollars.
The fire department used a Manchester station as an example. Station 2 has

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been in the plans for 20 years. There have been multiple studies costing \$70,000 without action taken. The goals for the project are to reduce response times, fire losses and save lives. They want to improve EMS response and survival and improve the communities ISO insurance rating. The ISO insurance rating can affect home insurance cost. The new Station 2 would be built to last 25-50 years and designed to fit 3 fire personnel.

BOARD COMMENT: Mr. Cameron asked if everything would be new. Mr. Wilking said only the building would be new. Equipment from other stations would be used. Mr. Knowles asked about staffing and Mr. Wilking said that they plan on moving 2 staff and adding one new employee.

PUBLIC COMMENT: NONE

Project number F2 Communications Improvements, Cost: \$399,484. The project is meant to improve communication for fire and police. There are gaps in areas of Exeter for communication, which cause unsafe practices. A microwave system is proposed with user ability to talk to dispatch. Ms. Bergeron asked about the certification of the employees. Mr. Wilking said the lowest position has advanced EMT training.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

Mr. Wildking next described vehicle projects.

Project number FA1 Ambulance 1 Replacement ,cost: \$218,675. The service life of the ambulance is 6 years and it is going on 8 years. The new ambulance will be purchased from the Ambulance Revolving Fund.

BOARD COMMENT: Mr. Clement asked if the revolving fund was a build up of the ambulance fee. Mr. Wilking said there is a user fee and the fund is allowed to keep 10% each year with the rest going back into the general fund. Mr. Cameron asked if anything from the old ambulance would be transferred to the new one. Mr. Wilking said general equipment is transferable but things like the defibrillator and radio are not.

PUBLIC COMMENT: NONE

Project number F3 Fire Alarm Bucket Truck Replacement cost: \$93,796. Mr. Wilking said it was the oldest vehicle in the fleet and is used by other departments. It requires yearly safety inspections.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

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Project number F4 Utility 1 (pick-up) replacement, cost: \$36,468. It is 14 years old and is used to respond to fires, training and other emergencies. It also pulls multiple trailers used by the fire department.

BOARD COMMENT: Mr. Brown commented that the trade in value seems low. Mr. Wilking said they were asked to be realistic in the value.

PUBLIC COMMENT: None

Ms. Jennifer Perry, the Department of Public Works Director spoke on a number of projects.

Project number A1, Public Safety Complex Heating Boilers replacement with a cost of \$122,100. The goal is to improve efficiency by replacing 2-1 Million BTU/ hour boilers.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

Project number A2 Town Hall Rear Egress Stair case, cost: \$80,000. Ms. Perry explained that they want to build a new code compliant staircase. It was reviewed by the Exeter code Enforcement Officer and the Fire Department.

Project number A3 Town office Wireing Replacement, cost: \$75,000. The Public Works Department wishes to replace vintage insulated wire and conductors. Work will have to be done after hours because of the activity in the building.

BOARD COMMENT: Mr. Cameron asked if there was a hazard at the moment. Ms. Perry said there is no hazard at the moment. Mr. Clement asked if the work was contract or in house. Ms. Perry said it would be contracted.

PUBLIC COMMENT: None

Project number D1 Side Walk Program, \$Cost: 580,000. Improvements to Water Street, Front Street and down town area concrete sidewalks. There would be roadway improvements in coordination.

BOARD COMMENT: Mr. Clement commented the sidewalk curbing cost is \$580,000 and the cost with paving was \$700,000. He asked if the pavement would come from the paving budget. Ms. Perry said they asked for 800,000 in 2014 and now \$900,000 in 2015. Mr. Knowles commented that if the sidewalk warrant is struck down then chances are it will not happen. Mr. Clement said the taxpayers will decide on the project and arguments are put into the budget not the warrant because of the need.

PUBLIC COMMENT: Mr. Bill Campbell of High Street, Exeter, said that he was in favor of the sidewalk improvements going into the budget. There are safety

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reasons and some people living at Riverwoods will not go downtown because of the sidewalks. He said the downtown was tired.

Ms. Von Aulock said the project does not add all the safety issues but in replacing what exists. Mr. Campbell said he urges the Town to look at the small problems and improve the appearance of the town while making improvements. He urges the Planning Department and DPW to do small inexpensive projects to make the town look better. Mr. Knowles asked where streets falls into conditions. Ms. Perry said to contact Paul Vlasich and Jay Perkins. Ms. Perry also mentioned the plan includes storm water infiltration and tree wells.

Project number D2 Linden Street and Court Street Culvert Repairs, Cost: \$670,000. Ms. Perry described the replacement of culverts on the Little River. They are on the Department of Transportation Red List. The final design to be completed in 2014, Linden Street, 2015 and Court Street 2016.

BOARD COMMENT: Mr. Cameron asked why it was on the red list. Ms. Perry said that there was erosion and corrosion. She said there was also no penalty by being on the red list. Mr. Clement asked if it would be bad to push the culvert project to the next year. Ms. Perry said the high erosivity could wait but the Town would be pushing other bridge work back.

Project number D3 Pickpocket Dam –Breach Analysis, Cost: \$35,000. Ms. Perry said the Department of Environmental Services sent a letter of deficiency on March 38,2011. The DPW is requesting a Breach analysis.

BOARD COMMENT: Mr. Brown asked if a 100 year flood had already happened and there was no breach. Ms. Perry said it is not problematic at the moment but it could be. They would need to alert downstream property owners about a predicted flood.

PUBLIC COMMENT: None

Project number D4 Lincoln Street Project-Phase II Street. Ms. Perry said phase I was water and sewer work approved in 2014 with construction in 2015. Phase II is street improvements. The request for funding is for conceptual review and final design for year 2015. The construction would start in 2016. Ms. Perry said they would use State experts to make the area more attractive.

BOARD COMMENT: None

PUBLIC COMMENT: None

Project number G2 Waterline, H2 Sewer Line: D5 Drain line rehabilitation. Cost: \$240,000 in 2015, \$2.78 million in 2016. Ms. Perry said there is old water lines and drain lines. They need an evaluation to get a better estimate.

These minutes are subject to possible correction/revision at a subsequent
Exeter Planning Board meeting

BOARD COMMENT: Mr. Clement said the Town has broken up water and sewer and general fund. Ms. Perry said see in the sum lists they are looking at all utilities.

PUBLIC COMMENT: None

Project number G3 Surface Water Treatment Reservoir Cleaning, Cost: \$50,000. Ms. Perry said there are high levels of manganese and there is a shallow impoundment. The reservoir is used November –April or May. They are looking for funds for design and permitting. The Town is eligible for State Revolving Fund.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

Project number G4 River Pump Station Upgrade, Cost: \$300,000. Ms. Perry said the Exeter River is used as a Water Supply May-November. The project is to install a new electric water supply and install a new natural gas line from High Street to the pump station.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

Project number H1 Infiltration/Inflow Abatement, Cost \$737,500. Ms. Perry said the Town completed a phase II study. They want to eliminate combination sewer overflows. The preliminary numbers in flow monitoring show a reduction in flow during storm events.

BOARD COMMENT: Mr. Clement asked about water and sewer reduction of I and I. Ms. Perry said West Side Drive has not been approached.

PUBLIC COMMENT: NONE

Project number H3 New Waste Water Treatment Facilities, cost: \$40 million in 2016

Ms. Perry said the Town is dealing with a Nitrogen problem.

BOARD COMMENT: Ms. von Aulock said the Climate Adaptation Plan (CAPE) should be considered in the wastewater treatment plan. Ms. Perry said the Town is planning for long-range projects with state revolving loan funds. Mr. Clement asked about the 20 % to pay for the project. Ms. Perry said the town does not qualify for loan forgiveness.

PUBLIC COMMENT: NONE

These minutes are subject to possible correction/revision at a subsequent
Exeter Planning Board meeting

Project #A6 Replace HVAC/Plumbing Van #12, Cost: \$21,500

Ms. Perry said the van has 43,000 miles and needs to be replaced.

BOARD COMMENT: Mr. Knowles said the mileage looks low for the van. Ms. Perry said in order to get good salvage value they would have to sell it now.

PUBLIC COMMENT: none

Project number D7 Rebuild Highway Street Sweeper # 48, Cost: \$245,575.

The NH Department of Environmental Services would fund 20% of the cost. The sweeper reduces sediment and sand going into the river. It is priority # 1 of 3 on the highway department. The sweeper has passed useful life by 4 years.

BOARD COMMENT: Mr. Clement said if the town approves the project, would it be approved by the State for the discount. Ms. Perry said it is approved. Mr. Brown said the maintenance cost is \$17,000 could the town over haul the sweeper instead of rebuild it. Ms. Perry said they could do that with other equipment but not this one.

PUBLIC COMMENT: NONE

Project number D8 Replace Snowgo Snowblower, Cost: 146,185. Ms. Perry said the machine has 660+ hours on it. It is priority # 2 for the highway department

BOARD COMMENT: None

PUBLIC COMMENT: NONE

Project number G4 Replace Utility Vacuum System. Ms Perry reported the system is a model year 2002 and exceeds life span by 5 years. It is a priority number 2.

BOARD COMMENT: NONE

PUBLIC COMMENT: NONE

*Mr. Clement moved to close the public hearing, second by Ms. Bergeron. **VOTE:** Unanimous.*

The application of Unitil for a Conditional Use Permit for the proposed installation of a section of natural gas distribution pipeline to connect an existing pipe in Exeter with new service in Brentwood. The project will temporarily disturb the buffers to ten (10) wetlands that are jurisdictional under the Town's Wetland Conservation District regulations. The project will begin at 62 Epping Road (Tax Map Parcel #) and run along the road shoulder in the right of way of Epping Road (NH Route 27) for a length of 2.7 miles. The project area is located within the C-2,C-3,R-1,NP and RU zoning districts. Case # 21415

These minutes are subject to possible correction/revision at a subsequent
Exeter Planning Board meeting

Mr. Cameron moved to open case #21415, second by Ms. Woolhouse. VOTE: Unanimous

Mr. Stephen Herzog from AMEC gave a summary of the project. The pipeline would be along public roads in the right of way. The route does intersect wetland buffers with temporary impact. Mr. Herzog said there would be no above ground impact except at the start and ends of the pipeline. He reported no other permits were required for the project.

BOARD COMMENT: Mr. Brown asked when would the project start. Mr. Mel Chula with Unitil said they wish to start at the end of August and finish by the end of November. Mr. Clement asked if they would be digging up pavement in the right of way. Mr. Chula said they would cross some roads but will replace the pavement. Mr. Knowles asked about the erosion control methods. Mr. Chula said they would use socks to intercept sediment.

PUBLIC COMMENT: None

Mr. Knowles asked about the 50X15 structure as noted on the last page of the Conditional Use Permit. Mr. Chula said it was not longer an enclosed structure and is a smaller disturbance. Mr. Clement asked where this structure was and Mr. Herzog said it was across from Brookside Drive. Mr. Chula said it was where the Granite State Pipeline Easement started. Mr. Clement said this was by proposed spot for the Great Bay Kids Company. Ms. von Aulock said there was some above ground vegetation at the structure. Mr. Chula said they would make sure the grass does not get over grown. Mr. Knowles asked how they would access the structure. Mr. Chula said they would park on the side of the road to do maintenance. Mr. Clement asked if they could do some screening of the structure. Ms. von Aulock said there is a proposed sidewalk along the road. Ms. Woolhouse reminded the board that the conditions of the CUP need to be read allowed for the record. The conditions can be found on record at the Exeter Town Offices in the Planning Department.

*Ms. Woolhouse made a motion to approve the Conditional Use Permit for case #21415, second by Ms. Corson. **VOTE:** Unanimous*

4. MINUTES APPROVAL: The minutes from June 5, 2014, June 26,2014, and July 10 have been moved for approval to the next meeting.

5. OTHER BUSINESS:

Ms. von Aulock said the master plan chapter need updating. University of New Hampshire Students will be helping out with the Parks and Recreation Chapters. The first week of September is a CIP review. Ms. Kristin Murphy, Natural Resource Planner will be going over wetland regulations.

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Exeter Planning Board meeting

Mr. Knowles asked if the members have current Site sub and zoning regulations.

Mr. Clement had attended the Rockingham Planning Commission meeting where they discussed history and economy.

*Mr. Cameron made a motion to adjourn, second by Ms. Corson **VOTE**
Unanimous*

The meeting was adjourned at 9:45 pm.

Respectfully Submitted,

Sarah McGraw