

Final Minutes
Exeter Board of Selectmen
September 8, 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

Jerry Hamel spoke, giving some positive feedback on the Stillwell's. He presented the Board with some pictures of the trash receptacles and said he was glad the Town decided to address the issue. He said there were lots of positive changes.

4. Minutes and Proclamations

a. Proclamations/Recognitions

None.

b. Regular Meeting: July 14, 2014

Vice Chair Chartrand made an amendment to page 5, section 7. b. changing the Motion to put his votes as abstentions on both.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the minutes of the July 14, 2014 BOS meeting, as amended. Motion carried – all in favor.

5. Appointments

Chairwoman Gilman talked about appointing Don Woodward to the TAC, as he is interested in being appointed. Selectman Clement asked to confirm that the Town Planner was

the designee in the past. Chairwoman Gilman confirmed yes, she was. Selectman Clement asked if she was ok with no longer being the representative. Mr. Dean said he is the alternate. Vice Chair Chartrand asked if the Board was comfortable with Mr. Woodward being the designee and the Town Planner being the alternate. Chairwoman Gilman said it does not have to be decided tonight. Vice Chair Chartrand suggested running this by the Town Planner. Chairwoman Gilman said they will finalize this at the next meeting after they talk to Mr. Woodward and the Town Planner.

6. Discussion/Action Items

a. New Business

i. Wastewater Options Update

Jen Perry spoke, giving a brief update on the Wastewater Plant. She said they are wrapping things up with the preliminary drafts. She said she had a successful meeting with both consultants, Wright Pierce and Underwood Engineers. They are looking at all alternatives. She explained that they had both consultants because of the scale of the project and they are still in the preliminary wrap up. She said Bob Kelly and Russ Dean have been very active with Underwood on regional options. CAPE and WISE are producing very useful information for their studies. She said by November, there will be some sort of a draft for the public. She said Mr. Kelly will be discussing options with the Water/Sewer Advisory Committee, which they're expecting to be wrapped up by the end of October and will ask for a work session with the Board within the next 6 weeks. She said they did get approved to continue forward with the design for \$5 million by the voters. June 2016 is the construction start date.

Bob Kelly said the Water/Sewer Advisory Committee did receive memos that will be discussed at the next meeting and they intend to come to the Board soon. He said after they come up with some alternative options they will look at rates over the next couple quarters and come to the Board early next year.

Selectman Clement had some questions about alternative options and when a report would be given. Ms. Perry said there will be a Facilities Plan and a Pumping Alternative by the end of October.

ii. Parks/Recreation Needs Assessment Survey

Mike Favreau said he started a study this summer on the website, getting info on Facebook and other social media websites. The basic study had about 25 questions. He said he will take that data and work with UNH for a pathway to updating the master plan. He said the survey had 578 respondents, which is a great outcome. He said 70% of them were Exeter residents and 28% of them were non-residents.

He went on to talk about the survey, saying the number one reason people move to Exeter is the school, and second being Parks & Rec. He said the survey reflected 78% of people support fee increases to maintain buildings and such. He said the surveyors said the biggest reasons that need to be dealt with are the outdoor pool and bath house, the bathrooms at all facilities, the rec building, a Planet Playground update, and field drainage. The survey reflected the more important facilities are the playground, pool, walking trails, and more soccer fields. New facilities people are interested in are an indoor pool and bike paths.

Mr. Favreau said he is looking forward to moving all this to UNH and getting their study and eventually updating the master plan. Selectwoman Surman asked how the YMCA will affect this. Mr. Favreau said it is not a goal to compete with them. He wants communication to stay open with them.

Mr. Dean and the Board were appreciative for all the work from Parks and Rec.

iii. Assessing Agreement Proposal

Chairwoman Gilman said there is a proposal from MRI for \$105,000 for doing an annual contract starting in 2015. She said there will be a substantial savings to continue this contract. The Board agreed this is a no brainer. Chairwoman Gilman said MRI personnel have really good experience with what they need. It has been a good experience working with them. Selectman Clement said he agrees, and beyond the money it is important the public is still taken care of service-wise. They have to be responsive to citizens.

Mr. Dean said if the Board agrees, he will ask MRI to draft a contract for review. Chairwoman Gilman said there was consensus for MRI to draft a contract. Mr. Dean said he would expect to have something by the next BOS meeting.

iv. TAP Grant Application – Kingston Road Bike Paths

Chairwoman Gilman had signed a Letter of Intent to go ahead with a grant which is for money to widen the road shoulders on Kingston Road. There is a shoulder widening capital reserves fund that has been started. There is no cost to tax payers to do this project. There is a funding total of \$750,000. Selectwoman Surman asked if the warrant will be conditional on the grant being approved. Chairwoman Gilman said it will be. Selectman Clement asked if this is for sidewalks and shoulder widening. Chairwoman Gilman said one of the goals was being able to walk so hoping for sidewalks. Mr. Dean said he will verify that. Selectman Clement said there are other areas of town that can use this too. He asked if they get this grant, are they locked into just Kingston Road. Chairwoman Gilman said if they apply for Kingston Road, then yes, they are locked into Kingston Road.

Jerry Hamel spoke, saying he is glad to see that something they were looking at for years is actually the place they are saving for and talking about.

v. Annual Review – Investment Policy

Chairwoman Gilman went through the policy briefly, and they are just putting the policies forward that are RSA required. Mr. Dean said the next step is to get the Town Treasurer to give a report to the BOS.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the Investment Policy 3.1.e. Motion carried – all in favor.

b. Old Business

i. Acting Pay Policy

Chairwoman Gilman asked who this policy applies to and when or how is the decision made. She said the concept of paying someone for work they are providing is a good one. Selectman Clement said he is leery of a blanket policy every time someone goes out on leave. He would rather see an individual basis rather than one policy. Chairwoman Gilman said she doesn't have a problem with having a policy. Selectwoman Belanger said the policy in place is important and valuable. Vice Chair Chartrand said having a policy is important. He said the Board should all give their comments and suggestions to Mr. Dean. Selectwoman Surman said the notion of a policy is a good idea. She said some of these things get too specific. There's a way to do it and make a policy that applies to everyone but comes up individually to the Board. Chairwoman Gilman said recommendations can go to Mr. Dean so he can synthesis them into something for the next meeting.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

None.

b. Permits & Approvals

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to approve the application for the use of the Town Hall by Laura Martin for a Historical Presentation on November 5 from 6:30-9pm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to approve the application for use of the Town Hall by Tara Whitney for the Seacoast Power Yoga to have a yoga class on September 13 from 7:30-10:30am. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean talked about the following:

- Multiple resident issues
- Wastewater capacity meeting with DPW and Wright Pierce
- June cash meeting with Finance Director, Staff Accountant, and Treasurer
- Final review of Management Letter and Town Financials
- Preliminary budget review meetings with departments
- Added FEMA information to Town website regarding appeals process
- Worked with Economic Development Director to coordinate procurement of UNH interns
- Reviewed recording secretary wages
- Triaged updated info on West Nile Virus and EEE spraying with Health Officer
- Plan for upcoming meeting regarding wastewater options
- A list of meetings for next week

d. Selectmen's Committee Reports

Selectwoman Belanger had nothing to report.

Vice Chair Chartrand said he would be at the polls tomorrow.

Chairwoman Gilman reported no meetings but the Historical District Commission has been awarded a grant for \$13,000.

Selectwoman Surman had nothing to report, except the Conservation Commission will meet tomorrow.

Selectman Clement reported Planning Board met last week, and he has a Rockingham Planning Commission meeting and a River Study meeting this week.

e. Correspondence

The following correspondence were included in the packet:

- A memo about solar powered trash compactors. Chairwoman Gilman said she has talked to Jay Perkins about these and is looking to talk to residents and schools. Vice Chair Chartrand thinks it's a great idea. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement that the BOS give Stillwell's permission and request that they put a trash barrel outside of their business, next to the mailbox, and maintain it. Motion granted – all in favor.
- Memo from Chairwoman Gilman about the brown water issue on High Street
- Memo about EEE
- Letter from Jennifer Perry about Exeter Bridge Rehab Project
- Memo from Paul Vlasich about engineering reports related to Exeter Mills Water Intake
- Letter from Meals on Wheels
- Letter from HealthTrust
- Email from COAST
- Advertisement for bids

8. Review Board Calendar

The next meeting will be September 22. The following will be discussed: bid opening, Seacoast NPO, Assessing, 2015 Budget Preliminary, and update on RAP Sport's Club.

10. Adjournment

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to adjourn the meeting at 9:07 pm. Motion carried – all in favor.

Respectively submitted,

Nicole McCormack
Recording Secretary