

Final Minutes  
**Exeter Board of Selectmen**  
**October 6, 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/Awards:**

Chairwoman Gilman said they were to award the bid for the Folsom Pump Station. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to accept the recommendation from Public Works and award the bid to Power Technologies, Inc. at the sum of \$22,104. Motion carried – all in favor.

Chairwoman Gilman gave the following bids for the Police HVAC:

1) Al Terry Plumbing and Heating	\$38,500
Alternative	\$2,150
2) Dowling Corporation	\$33,596
Alternative 1	\$1,399
Alternative 2	\$1,582

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to forward these bids to Kevin Smart for a recommendation. Motion carried – all in favor.

**3. Public Comment**

None.

**4. Minutes and Proclamations**

**a. Proclamations/Recognitions**

None.

## **b. Regular Meeting: September 22, 2014**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to accept the minutes of the September 22, 2014 BOS minutes as submitted by Nicole Piper. Motion carried – all in favor.

## **5. Appointments**

Chairwoman Gilman said some of the members have been selected for the Section 106 Advisory Committee, and the rest are TBD. Selectman Clement would like to promote the At Large Member on the Town website. Mr. Dean said that can be done.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to appoint Richard Huber and Barbara Rimkunas to the Section 106 Advisory Committee. Motion carried – all in favor.

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

### **a. New Business**

#### **i. Top Dog Program – Town Clerk**

Andie Koehler said she will send out a mailing in January about dog registrations, and with it will be an entry form for a Top Dog contest. She went over the rules, which will be included in the form. She said she also created a letter that she will send out to businesses looking for hopeful donations for first, second, and third places. She said as donations come in, the Board will have to accept them for them to be given.

Selectwoman Surman thinks this is a great idea. It's a proactive way to get people to register their dogs. The Board agreed. Ms. Koehler said great, she is going to move forward with this.

#### **ii. ACA Update: Health Plans**

Chairwoman Gilman talked about what classifies a part-time or full-time employee, and said that 30 hours a week or under is part-time.

Mr. Dean said that there are 5/6 employees that work less than 40 hours but more than 30 hours per week. He said his plan is to offer these people health insurance, but at 100% employee cost. He provided some plans in the packet, and suggested a Matthew Thornton plan. Selectman Clement asked if employees work less than 30 hours, the town is not required to offer health insurance. Mr. Dean said that is correct. Selectman Clement asked if the employees will be notified that this is available. Mr. Dean said yes. This keeps them at risk

from a penalty. Selectwoman Surman asked how it will hurt the town by having the employees pay full price. Mr. Dean said it doesn't hurt them, but it meets the requirements of the ACA.

### **iii. 2014 Riverwoods Tax Agreements**

Chairwoman Gilman talked about how the Riverwoods tax is calculated, which is all in the agreement which is provided in the packet.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the Agreement with Riverwoods for The Boulders facility. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the Agreement with Riverwoods for The Ridge facility. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the Agreement with Riverwoods for The Woods. Motion carried – all in favor.

### **iv. 2015 Budget Discussion**

Mr. Dean said the preliminary budget is up 3.72% over FY14. He said they have done some draft defaults which is around \$17.5 million. This number will be tweaked because of health insurance. If this passes then it will be a 2.48% increase. Mr. Dean talked about how he came up with this number, saying that paving and building maintenance played added some large numbers.

Vice Chair Chartrand said he would like to go back to creating a target, as it was when he started as a Selectman in 2011. He said the budget process is wrapped up with the Budget Rec. Committee is done. By creating a target, the BRC won't feel disenfranchised. He would like to talk about a target that they can all stick to. Chairwoman Gilman said at that time, they came up with a dollar amount. She said they can either do that, or come up with a percentage increase. Vice Chair Chartrand said he is more interested in a percentage increase. Selectwoman Surman said she agrees. She said she was on the BRC last year. She said things could be looked at more carefully and it can help the subcommittees to have a target. Selectman Clement said he is in favor of a target too. It allows the BRC a framework to work with. He said one thing about the budget that will be problematic is the new electric rates, which could translate to an extra \$100,000 for next year. He is concerned that whatever target they come up with, the default will still be very high. He said they've got to do their part. He will be looking at a target that is less than the default. He said the electric issue is hitting hard, but he is still in favor of a target. Vice Chair Chartrand said it is a target, but he thinks they should live by it. They shouldn't spend a lot of time with cuts. He wants to see the BRC feel good about their work. He said they should honor their work by having a target.

Chairwoman Gilman asked when health insurance rates will be told. Mr. Dean said he will know within the next two weeks. In regards to a target, he said he knows the departments

respond well when given a target or goal, so it will help to have it as they progress. Chairwoman Gilman said they will have to come up with a number.

Vice Chair Chartrand said he looked at what voters approved and said the Great Dam petition, the contract with SEIU, and the new two full-time positions make up a 2% increase. Selectman Clement said 2% is a good goal. He said before he is ready, he wants to go through the process with the electric rates, see if it has got to be worked into the budget. Also, he said in a couple weeks they will have the health insurance rates and can get an idea what contractual agreements there will be. Also, what the default will be.

Chairwoman Gilman asked what areas are available to be more malleable. They have to look at town departments and see what they have.

Selectwoman Belanger asked when they will be updated by Primex. Mr. Dean answered this week hopefully.

#### **v. Parks/Recreation Sponsorships**

Mike Favreau said the department has been doing sponsorships for 20-30 years. He said there used to be a large donor for the concert series. Once the large donor left town, the town was left with a number of smaller donors. That has been the longest running sponsorship. In all, Exeter hasn't been real successful with sponsorships.

Chairwoman Gilman had questions about the process, asking what the policy is. Mr. Favreau said there are some guidelines on the website. He said he is not sure if there is a formal town policy. Chairwoman Gilman said she would like to see money figures left out of the policy. Vice Chair Chartrand said they can't make it too detailed or restricted. Mr. Favreau said they can't have a policy too wide open either. He said sponsors want something in return like logos or their name on sport's shirts.

Selectman Clement said he would like to see the policy talk about that they sponsorship has to be tied in to something tangible. He said he does not feel comfortable with general advertising. Selectwoman Surman suggested striking "Advertising" from the form and just have it say "Sponsorship Opportunities". Chairwoman Gilman agreed.

Chairwoman Gilman started a conversation on the expectant rise in electric rates, which, she says, are surprising.

Kevin Smart spoke, saying the rates will be going up this year. He received quotes and Constellation Energy gave the best price. Chairwoman Gilman said they are currently at 7.14 cents per kilowatt hour and they will go up to 11 cents per kilowatt hour.

Mr. Smart gave 2 and 3-year rates. He said these quotes are honored today, but could be different tomorrow. Electric rates are only good for the date quoted.

Vice Chair Chartrand said he is looking for a recommendation. Mr. Dean recommended a 2-year lock on electric and a 2-year lock on natural gas. Selectman Clement asked why 2-year and not 3-year. Mr. Dean said it will be better to come back in 2 years since the rates are all over the place. Mr. Smart said the new rates will be effective December 15, 2014.

A Motion was made by Selectman Clement and seconded by Vice Chair Chartrand to allow Kevin Smart from Public Works to enter into a long term agreement with Constellation Energy for 24 months with a contract price at or around 10.82 cents kWh. Motion carried – all in favor.

Mr. Smart said natural gas will be a supply and demand market. A 2-year contract is the maximum. They were quoted \$1.190 per therm. This is a fixed price. Selectman Clement said the budget had approximately \$61,000 last year for natural gas budget. He asked what this will do for the 2015 budget. Mr. Smart said there is a budget increase right across the board. He didn't have the numbers that night.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement that the Board of Selectmen gives Public Works instruction to have a contract with Santa Buckley Energy Inc. at or around \$1.190 per therm. Motion carried – all in favor.

Mr. Smart told ways they are trying to cut back on electric bills, including changing lights to LED.

**b. Old Business**

**i. Bid Award: Small Station Generators**

Motion is above.

**7. Regular Business**

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

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to accept the Yield Tax for map 33, lots 26 & 40, unit 15 in the amount of \$3,270.19. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve a Notice for Intent to Cut for map 47, lots 1-3, which has been approved by the Town Planner. Motion carried – all in favor.

**b. Permits & Approvals**

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the application for the use of the Town Hall by Beth Dupell of the Lights Committee for decorating the bandstand on November 22 & 23, 2014. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to allow the Exeter Area General Federation of Women’s Club to place lawn signs in and around Exeter to advertise their Yuletide Fair, and also a 6 ft. banner to be placed at the entrance of Guinea Road, off of Hampton Road, in order to direct traffic to the school, but that does not obstruct traffic. Motion carried – all in favor.

**c. Town Manager’s Report**

Mr. Dean pointed out the following from his report:

- He met with Chief Comeau to review upcoming expiration of ambulance billing contract
- Met with DPW Director Perry and Mike Jeffers to review water issues vis a vis Stratham
- Met with Comcast rep Jay Somers regarding closure of the Epping Road Comcast Payment Center
- Participated in a meeting with COAST and other town reps to review status of Rt 7
- Reviewed MS4 with Finance Dept
- Researched Sterling Hill development to understand road access issue in response to a resident request.
- Researched/coordinated issues related to sleeves on Rt 27 bridge
- Drone flyover notification – Riverwoods
- Reviewed latest tax deed list
- Review of ACA issues with HR

Mr. Dean also went over a number of town projects that are underway.

**d. Selectmen's Committee Reports**

Selectwoman Belanger had nothing to report.

Vice Chair Chartrand reported an Economic Development Committee meeting on Tuesday.

Chairwoman Gilman had no meetings to report, but said Heritage Committee will meet next week. She also thanked everyone for their involvement in last weekend's festivities.

Selectwoman Surman had nothing to report.

Selectman Clement reported Toxic Waste Day was a good event. He also met with Jay Perkins and Mr. Donnell about the planter. He talked about their meeting. He said Planning Board met, as did Rockingham Planning Commission.

**e. Correspondence**

The following correspondence was included in the packet:

- A letter from Comcast
- A letter from the Rockingham Planning Commission
- A letter from Kathleen Noble
- A flu shot clinic
- HealthTrust Demos
- A letter from Big Brothers Big Sisters
- A letter from New Generations
- A letter from Richie McFarland's Children Center

**8. Review Board Calendar**

The next meeting will be October 20, where they will talk about budget and get the quarterly financial report.

**9. Adjournment**

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand go into a non-public session under RSA 91-A (3)(2)c. Motion carried – all in favor.

Respectively submitted,

Nicole Piper  
Recording Secretary