

## Final Minutes

### Exeter Board of Selectmen

**November 17, 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. Board Interviews – Section 106 Committee**

The Board did not conduct an interview.

#### **3. Bid Openings/Awards:**

None.

#### **4. Public Comment**

Dana Drahan, an Exeter resident, thanked the Board for supporting COAST and TASK. She is hoping Route 7 will stay in operation. She lost her sight, and said she uses the bus a lot. She hopes it expands. Chairwoman Gilman told her there is a meeting on the 24<sup>th</sup> about the bus.

#### **5. Minutes and Proclamations**

##### **a. Proclamations/Recognitions**

None.

##### **b. Regular Meeting: November 3, 2014**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the November 3, 2014 BOS minutes as submitted by Nicole Piper. Motion carried – all in favor.

## **6. Appointments**

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to recommend appointment of Todd Piskovitz to the Local River Management Advisory Committee. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by seconded by Selectwoman Surman to appoint William Jordan to the Section 106 Dam Committee. Motion carried – all in favor.

Selectman Clement reminded everyone of the public meeting tomorrow morning (18<sup>th</sup>) about Section 106 at the library.

## **7. Discussion/Action Items**

### **a. New Business**

#### **i. FY15 Budget Updates**

Chairwoman Gilman said the budget is at a 1.6% increase, but budget season is not done yet. She went through an update list in the packet. The FY15 Revised Total General Fund is at \$17,752,004. The FY15 Revised Default (draft) is at \$17,220,885.

Vice Chair Chartrand said he is in disagreement with what happened at the Thursday meeting. He wondered how to go about putting that out there. Chairwoman Gilman said usually they wait until BRC gives their final report. She suggested taking it up with Corey Stevens. Selectwoman Surman said she doesn't think they need to do anything. The Board will have their chance to talk at the end. She doesn't want to influence the BRC. Vice Chair Chartrand said they can give feedback. He said he'd like to have the chance to voice his opinion on some things that have been approved. Chairwoman Gilman said she agrees with Selectman Surman. Selectman Clement said the BRC does a very good job. He likes to hear the BRC individual's rational on things. He said but in the end the Board is in charge with presenting the budget. He said there's always room for discussion. The process has gone very well. He said there is one line item he would like to revisit. Vice Chair Chartrand said there are a few items where he'd hoped there was more diversity and there was not.

Mr. Dean said the budget process has been a very good process. He said all the meetings are streamed online and it is a good way to get info.

There was discussion about the potential grant for the Kingston Road shoulder widening. Selectman Clement asked if it would be a warrant. Chairwoman Gilman said yes, and that there are funds for it.

## **ii. HealthTrust Return of Surplus 2015**

Mr. Dean said he had expected to receive an additional distribution of \$147,429 from HealthTrust. He said this is almost an annual thing now. He said they are going to receive \$110,757 in February, which makes the total coming back to the town \$258,186.59. This money can be added to next year's revenue. Selectman Clement said the past couple years they have used this money towards reducing next year's taxes. He would like to get a consensus of the Board on this. He said the money should be returned to the taxpayers.

Mr. Dean said some communities are putting this money in an account for health insurance rate stabilization. He said this should be considered too. Selectman Clement said his opinion is the money is considered a surplus and it should go back to the taxpayers. Vice Chair Chartrand recommended waiting until they have the money in hand to have a discussion.

## **iii. Housing Committee Discussion**

Chairwoman Gilman talked about forming a Housing Committee. She said she is interested in doing this. She said there are some numbers out there about affordable housing. Also, she said that part of the Master Plan needs to be updated. She recommended a committee with 5 or so members, one being a Selectman. Selectwoman Belanger said this is a great idea. She said there are some numbers that she thinks should get out there. This will help educated people on the issue of affordable housing. She said she will volunteer to be on this Committee. Selectman Clement agreed this is a good idea. He suggested also one Planning Board member and the rest ad-hoc. Vice Chair Chartrand also thinks this is a good idea. He said he would like to have Mr. Dean serve as the staff side of the Committee if he is willing, adding that he thinks this Committee is that important.

There was discussion about who would be on this Committee. Having one Selectman, one Planning Board member, Mr. Dean, a member of the EDC, and a member of the Rockingham Planning Commission, were all ideas. Mr. Dean suggested also adding a real estate professional or developer to the Committee. Vice Chair Chartrand said he would like to see Mr. Francese on it as well.

Selectman Clement said mentioned firming up a mission statement over the next couple of weeks and Selectwoman Belanger said she would give it a shot.

## **iv. COAST Update**

Chairwoman Gilman talked about a letter in the packet that was written by herself to COAST in support of Route 7. She said she doesn't want to see COAST take a hit. The Board agreed that public transportation is vital.

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to give Chairwoman Gilman authority to sign and send this letter as soon as possible. Motion granted – all in favor.

**b. Old Business**

**i. Cell Tower Lease – Simpson Property**

Chairwoman Gilman talked about how Varsity Wireless, LLC wants to put a cell phone tower up on town property. They want to enter into an agreement with the Town to do so.

Mr. Dean said this came up last year around this time. The group that asked to do this is interested again in doing this. If there is a long-term lease, they would need a warrant article and town meeting vote. He went on to say there are other cell phone towers in town, but not on municipal property.

Selectwoman Surman had a few questions about the lease. She asked if the lease needs a vote for a lease lasting less than 5 years. Mr. Dean said they do not. Selectwoman Surman asked if they would need to go back for a vote every 5 years. Mr. Dean said they can do a longer lease than 5 years, but they should think how long they feel comfortable with.

Selectman Clement asked to look into other leases for cell phone towers in town and get an idea dollar wise too. Mr. Dean said he would do that.

Selectman Clement asked if Varsity Wireless is ready to move forward. Mr. Dean said they told him they are very interested. Chairwoman Gilman said they would get the info from other entities that have leased out their space.

Selectwoman Surman said there are some things she'd like to clear up on the lease. Mr. Dean said everyone can send their comments in regards to the lease his way.

**8. 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 Reissue for map 96, lot 37 in the amount of \$72,025.00. Motion granted – all in favor.

**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 Beth Dupell of the Lights Committee for

a Lights Committee meeting on November 17 and a parade meeting on December 1 from 5-7:30 pm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to approve the application for use of the Town Hall by Lisa Jennings of the Oyster River Players for a play on the following dates: 1/3/15-1/11/15, 5/4/15-5/10/15, 7/4/15-7/12/15. 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 Katherine Roberts for student music recitals on 12/13 and 12/14 in the afternoon/evening. Motion carried – all in favor.

**c. Town Manager's Report**

Mr. Dean pointed out the following from his report:

- Second half tax bills have been mailed and should have been received
- Had a meeting to review form of agreement for storing Exeter Historical Society items at Raynes Barn
- Participated in a Seabrook Drill on Nov. 5
- Most monthly dept. reports for October have been received
- Attended the NHMA annual conference in Manchester
- Town wide facilities plan RFP has been issued and is available on the town website
- The Proxcard system in the Town Office was down
- The Town received notification that it will receive state aid grant funds related to the Meadowwood Project
- Noise testing was completed as part of the Sportsmen's Club berm project

Mr. Dean also gave a quick update on the Capital Projects.

**d. Selectmen's Committee Reports**

Selectwoman Belanger reported no meetings but she attended a Unitil meeting last Friday.

Vice Chair Chartrand reported Budget Rec. Committee last week and an Economic Development Committee meeting.

Chairwoman Gilman reported a Historic District Committee meeting and Budget Rec. meetings.

Selectwoman Surman reported a meeting with Mr. Dean about the Raynes Farm storage.

Selectman Clement reported a Planning Board meeting and a NHMA presentation. He also attended a walking tour of the CAPE project along the Swasey Parkway.

#### **e. Correspondence**

The following correspondence were included in the packet:

- NHDOT letter of results
- Xfinity letter regarding installation rates
- Letter from Carl Weber of Primex regarding Contribution Assurance Program
- Primex Property and Liability Program
- Portsmouth Ave Flexible Planning Initiative
- Town of Exeter 2015 Pay Schedule
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#### **9. Review Board Calendar**

The next meeting will be December 1.

#### **11. Adjournment**

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

Respectively submitted,

Nicole Piper  
Recording Secretary