

Final Minutes

Exeter Board of Selectmen

December 15, 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.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to move Bid Openings in the agenda to 6 IV, after Budget. Motion carried – all in favor.

3. Public Comment

Dana Trahan, Exeter resident, asked if the Board would be talking about COAST. Chairwoman Gilman said it is a budget line.

4. Minutes and Proclamations

a. Proclamations/Recognitions

None.

b. Regular Meeting: December 1, 2014

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the December 1, 2014 BOS minutes as submitted by Nicole Piper. Motion carried – all in favor.

5. Appointments

None.

6. Discussion/Action Items

a. New Business

i. Report: Exeter Sportsmen's Club Site Noise Test

Ken Berkenbush said URS was there to do a presentation on the Club – not only the sound issue. He introduced Gary Garfield from URS. Mr. Garfield gave a PowerPoint presentation, starting in 2002. He went on to show a site map which showed the three different areas and all the test sites. Areas 2 and 3 are all forested. In these areas there can be lead on the surface. He said they found it at 0-6", 6-12", and beyond. Now they have completed construction of the berm. He said the site looks really good. The next phase is to owe the State a RAP to deal with Areas 2 and 3.

Mr. Garfield then showed the 2007 Tributary Remediation. He showed the berm where soil and sediment is. He showed the 2014 Trap Range Remediation for clay pigeon removal and lead surface contamination. They met all the DES standards. He said they have a report for the State to tell them they are done with the berm and that next they will be dealing with Areas 2 and 3.

Next, Mr. Garfield talked about the completed 2014 noise study. They did some noise sampling before the berm. They looked at three neighborhoods. They did the testing using three different firearms which are commonly used at the Club. The sound was measured a number of times from each gun. The noise levels were reduced at the Club but not much of a difference in the neighborhoods. It is hard to tell as weather conditions play a huge part in the sound.

Selectman Clement asked if the Trap Range Restoration will be required to remove lead from Areas 2 and 3. Mr. Garfield said it is not necessary. It depends on the RAP. There are different methods to deal with it. Selectman Clement asked if there is no access to the areas then the lead does not have to be swept. Mr. Garfield said as long as there is no exposure then there is no human health risk.

Chairwoman Gilman asked if there is already a berm on the Allen Street neighborhood side. Mr. Garfield said there was a portion of a berm.

John Cowan, from URS, talked about how he measured the sound testing. He said he had a control microphone set up on the shooting range the same location before and after the berm was built. He had three locations in neighborhoods. He continued going into the specifics how the sound testing was done. He talked about acoustics when dealing with berms. He said you can get a sound reduction within a couple hundred feet but not much beyond that. The only way to have no sound in the neighborhoods is to completely enclose the shooting range.

Beth Brosnan, a resident living near the range, thanked everyone for all their work on this. She said she appreciates the time everyone has put in. She had hoped these tests would show a larger reduction. She said there is not much of a difference in her neighborhood. She had a couple concerns with the URS report. She said the Club installed lights recently so now shooters can shoot later and it's causing more noise. She went on to say the typical use when shooters are shooting is more than three shots; it's multiple shots which impacts the

communities. She said the lease is for 40 years so she would like the decibels to be lower as promised.

Butch York, from the Sportsmen's Club, said the 10 decibel Ms. Brosnan was referring to was a design goal. He said essentially they have met that goal. He said maybe not in the neighborhoods but they can't control the environmental conditions.

Another member of the Club spoke, going through his concerns with the URS report; i.e. the environmental factors making a huge difference. He gave some facts about acoustics that he found online. The November report said winds were gusty. The clouds and humidity were also different on the two reports. The May versus November measurements were inconsistent. He said there were many errors on the URS report.

Marbet Wilson, an Exeter resident close to the Club, said she was home all day there was shooting all day and it was very loud.

Sue Ratniff, also an Exeter resident, asked the Board to take into consideration some action for the Club to live up to their word by accomplishing a reduction in sound.

Mr. Cowan wanted to revert back to the subject at hand which is a 10 decibel reduction. He said it is physically impossible to have such a reduction at 1500 feet away. Barriers don't help at more than a couple hundred feet; saying it's just physics. The atmosphere makes a big difference.

Vice Chair Chartrand thanked Mr. Berkenbush on his work for this Remediation and sound testing. He also thanked the Club for their help and good will. He thanked the neighbors for their patience and constant participation. He requested that the Board meet with town counsel and review their obligations as a landlord. Chairwoman Gilman agreed with this.

Selectman Clement said he would also like to invite the Club to look at alternatives. He said they have to reduce sound somehow. He said they have to look at what else can be done. Chairwoman Gilman said she doesn't have any expectations from the Club but agrees they should see if there is anything else that can be done to reduce sound.

Vice Chair Chartrand advised they should speak with town counsel before they put anything out there as a cautionary note.

Selectman Clement asked about an objective as to when they would have this done. Chairwoman Gilman said she wouldn't want to begin a discussion until after town meeting. Vice Chair Chartrand advised not to create any expectations at the moment. Chairwoman Gilman assured they would not dilly dally on this.

ii. Economic Development: Epping Toad TIF

Darren Windham, Economic Development Director, showed a map of the 700 acre lot on Epping Road. He wants to create sustainable economic development on the Epping Road Corridor. Expansion of utilities is necessary. The existing 720 acre Epping Road is referred to as the Economic Revitalization Zone (ERZ). A bond amount would be proffered to install water/sewer etc. The estimates are underway. He showed a map of the area and told who the land owners are. He talked about certain development on the parcels. He said he would be talking to the Planning Board. His proposal is to create a TIF area, agree to a bond amount, and create a TIF board. He said some work would have to be done to get it on the ballot.

Chairwoman Gilman asked him to go into detail about a time frame to pay off the bond. Mr. Windham said the time frame is a detail he is going to get right into. He is still configuring tax dollars, costs of construction, etc.

Selectwoman Surman asked if there are regulations in place now and if there are any adjustments that need to be made as to not impede the developer. Mr. Windham said he didn't think so but it is going to take the experts in that area to see. He added they don't have a lot of time on this so they have to act fast.

Selectman Clement asked if his goal was to get the TIF and such in order for the March meeting. Mr. Windham said yes. Selectman Clement asked if he is looking to bond water/sewer and road construction. Mr. Windham said yes. Selectman Clement asked how this will be done. Mr. Dean said the TIF district entity takes money in for improvements. They would pay for water/sewer and road construction.

Mr. Dean said he has worked with Mr. Windham on some sort of time frame. He said this is exciting and new and they need to get rolling on this.

Selectman Clement asked if they can expect the TIF proposal by January what goes on the warrant including the bonding amount. Mr. Windham said yes.

iii. FY15 Budget & Warrant Articles

Vice Chair Chartrand said he had three concerns in regards to budget. The first was to defer the maintenance line 0143116151110, removing the full-time position and have it stay part-time and study the underlying factors driving it to full-time. It would be a \$26,220 reduction. Selectwoman Belanger said she was concerned about sick time, etc. Chairwoman Gilman agreed they should look into why it went from part to full-time. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to reduce the Vehicle Maintenance position from full-time, as recommended by the Budget Recommendation Committee, to part-time and excise the \$26,200 from all appropriate lines in the budget. Selectman Clement said he is concerned with what line items will have to be adjusted for this. With a Motion on the table, the Board voted all in favor – motion granted.

Vice Chair Chartrand's second concern was with paving. He would like to level fund the account from \$824,000 to \$800,000. This is line item 0143126027503. Selectwoman Surman asked if sidewalks are included in the \$824,000. Mr. Dean said no, it is proposed as a bond issue. He also added that the per ton price has not changed for the past two years. Vice Chair Chartrand said they keep referring to a 2010 study and he would like to get a more recent benchmark. Bob Kelly said the \$24,000 was just a materials cost and it would not affect any projects by coming out of the budget. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to reduce line 0143126027503 by \$24,000. Motion carried – all in favor.

Vice Chair Chartrand's last concern was with maintenance line 0143116067501. He suggested a \$10,000 reduction to level fund this line to \$175,000. He said all of these lines are lines that they could defer or reduce to get to the goal of a 1% increase. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to reduce line 0143116067501 by \$10,000 making it \$175,000. Motion granted.

Selectwoman Belanger said the stairway in the Town Hall could be a liability issue. She said it is something that should not be deferred. She also believes the crosswalks should be done twice a year. Harry Thayer said the line item is for two paintings for the crosswalks. It did not get reduced, although there had been discussion about it. Mr. Dean confirmed.

Selectwoman Surman had two concerns with the budget. The first was the Fire Suppression Overtime which is coming in at \$115,215. She believes it should be more like \$90,000. A Motion was made by Selectwoman Surman and seconded by Selectman Clement to reduce line 01422005031300 to \$90,000. Selectman Clement said the trend has been staying the same over the past few years. It is made up of three components. He said there is some leeway to reduce the budget. Fire Chief Brian Comeau said this overtime request is lower than they were 8 years ago. Reductions in this account will cause him to come back next year and say they are out of money. He said they could be at the same numbers as 2014. He offered a mid-way point, offering to give the \$12,000 increase back. Selectwoman Surman withdrew her Motion. A new Motion was made by Selectman Clement and seconded by Selectwoman Surman that the bottom line for overtime budget be set at a total of \$205,000 for budget year 2015. Motion carried – all in favor.

Chairwoman Gilman explained what is in the transportation fund. She said money accumulates and is used to offset some COAST services. Mr. Dean said a portion of COAST is a general fund piece of \$26,900.

Chairwoman Gilman said conversations continue about Route 7. The next meeting on this will be soon. Nothing has been firmed up yet in regards to this. Jean Chiner, Exeter resident, thanked the Board on their work on Route 7. She needs this route. She said the more that take the bus, the better, and urged residents to use the bus.

Selectwoman Surman had some concerns about line item regarding Physicals for fire men, etc. She would like to level fund the line to what it was in 2014 which was \$1,967. A Motion was made by Selectwoman Surman and seconded by Selectman Clement to reduce line item 01422105015263 to level funded at \$1,967. Vice Chair Chartrand said he liked the compromise they had during the Budget Rec Committee meeting involving this and would like to try their recommendation for one year. Motion fails, with one aye from Surman.

Mr. Thayer asked for the warrant articles to be named off. Vice Chair Chartrand gave Mr. Thayer his sheet of them. Chairwoman Gilman went through them, starting with sidewalks. Bill Campbell said he is aware of the sidewalks discussions. They're in bad condition. There is \$580,000 in the warrant for the downtown sidewalks to be redone, and an additional \$600,000 to be used over the next 5 years for maintenance. He suggested a separate warrant article for the maintenance money. He also asked that the Board include the option of brick for the voters. Don Briseldon agreed with Mr. Campbell, adding the downtown is their "living room". He said the current article just votes on cost, not materials. He doesn't want to do anything to jeopardize the repairs because they must be done; he just wanted the voter's voices to be heard. Selectwoman Surman thanked the men and agreed on the brick option. She liked the idea of having a choice. Selectman Clement also thanked the men, and liked the idea of having another warrant article for the maintenance. He would like to see the focus put on the downtown sidewalk program this year, adding they need to get this done. Vice Chair Chartrand also thanked the men. He said he thinks this article was very carefully constructed and would like to see it remain how it is. Mr. Briseldon said the article says the dollar amount but not what the materials will be. He said the article could stay the same moneywise, but just change for materials. Chairwoman Gilman said she would like to take a look at giving people the option to vote on material. She will work with Mr. Dean on this to see if there is anything that would work. Mr. Dean added that part of the \$1.18 million warrant is so there is money available when future projects, that have not been started, are completed.

b. Old Business

i. Classification Plan Update

Chairwoman Gilman talked about the new Classification Plan and how the positions/grades were moved around.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to adopt the changed to the Classification Plan. Motion carried – all in favor. Harry Thayer said this should be done retroactive to July. Mr. Dean said he would look into that.

ii. Road Acceptances: Winslow Drive, Squire Way

Chairwoman Gilman said counsel has suggested approving these two road acceptances. Attorney Anne Crotty said they have met all requirements and gave Mr. Dean the signed deed.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger that the Board of Selectmen accepts Winslow Drive as a public way, subject to the terms described in the email from the Town Engineer dated December 12, 2014, and subject to meeting any of the remaining requirements of the Board policy 01-21 on road acceptances. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger that the Board of Selectmen accepts Squire Way as a public way, subject to the terms described in the email from the Town Engineer dated December 12, 2014, and subject to meeting any remaining requirements of the Board policy 01-21 on road acceptances. Motion carried – all in favor.

A Motion was made by Selectman Clement and seconded by Vice Chair Chartrand to authorize the Chair to sign and accept the Warranty Deed for Winslow Drive and Squire Way. Motion carried – all in favor.

iii. Housing Committee Charge

Selectwoman Belanger read the memo in the packet about the Housing Advisory Committee Charge – Town of Exeter and read her proposed Mission Statement. The Board agreed that there was a lot in the Statement and thanked Selectwoman Belanger for drafting it. Selectwoman Belanger said it is only a draft. Chairwoman Gilman said she would put it out there to inform the community.

2. Bid Openings/Awards

a. Water/Sewer Chemicals

Approximately 11 bids were given on the Water/Sewer Chemicals. They will be sent off for a recommendation.

b. EMS Billing Administration

The following bids were given for the EMS Billing Administration:

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|---------------------------------|--------------------------|
| 1) AMB Ambulance Medical | 3.875% of collections |
| 2) Low Country Billing Services | 4.75% of net collections |
| 3) Certified Ambulance Group | 3.5% transaction fees |

- 4) New England Medical Billing 3.85% net collections
- 5) Life Quest Services 6.75%
- 6) Comstar 5%

A Motion was made by Selectman Clement and seconded by Selectwoman Surman to refer the bids to the Fire Department and Town Manager for further recommendation. Motion carried – all in favor.

c. Recreation Pool Resurfacing

The following bids were given for the Recreation Pool Resurfacing:

- 1) Associate Concrete Cuttings \$45,500
- 2) South Shore Pool & Spa \$103,390
- 3) Consider it Done Painting \$12,495

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to turn the bids over to the Town Manager and the Park and Rec Department for a recommendation. Motion carried – all in favor.

The Town Facilities Plan was received and opened on 12/15/14 for the following organizations:

- 1) Warrenstreet
- 2) The HL Turner Group
- 3) Dennis Mires, PA
- 4) Corzilius Matuszewski Krause Architects, PA
- 5) SMP Architecture

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to refer these bids to the Town Manager and the DPW for a recommendation. Motion carried – all in favor.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

Bob Kelly said Underwood is coming January 14, 2015 at 6:30 pm to give a PowerPoint presentation.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve abatement for map 110, lot 2, unit 70 in the amount of \$226.72. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve abatement for map 110, lot 2, unit 34 in the amount of \$146.67. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve abatement for map 110, lot 2, unit 106 in the amount of \$239.75. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve abatement for map 95, lot 64, unit 115 in the amount of \$403.47. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve abatement for map 111, lot 5, unit 2 in the amount of \$226.72. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Intent to Cut for map 5, lot 2 in the amount of \$1639.50. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Intent to Cut for map 113, lot 3. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Vice Chair Chartrand to approve the Intent to Cut for map 113, lot 5. 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 use of the Town Hall by Scott Ruffner for the Town of Exeter Music to have a Team Kids Fest on February 14, 2015 from 9am to 8pm. Motion carried – all in favor.

Mr. Dean said part of the MRI agreement that was previously approved is required by the DRA, which is why it is in the packet. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to grant the Town Manager the power to sign this Agreement. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean reported that he had been appointed to the HealthTrust Board of Directors. Otherwise, he included his Town Manager's Report in the packet.

d. Selectmen's Committee Reports

The Board forewent their reports due to the time.

e. Correspondence

Mr. Dean said they are at a decision point for participating in the CAP. He said Primex has been very good to them. Chairwoman Gilman read the Resolution to Enter Primex Property and Liability Contribution Assurance Program. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to empower the Town Manager to sign the Resolution on behalf of the Selectboard. Motion carried – all in favor. Next, Chairwoman Gilman read the Resolution to Enter Primex Worker's Compensation Contribution Assurance Program. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to empower the Town Manager to sign the Resolution on behalf of the Selectboard. Motion carried – all in favor.

The following correspondence were included in the packet:

- A letter from UNH about the Roads Scholar Program
- A letter from the Department of Environmental Services
- 2015 Citizen's Petition
- ZBA application, which the Board scheduled for an interview

8. Review Board Calendar

The next meeting will be December 29, 2014.

10. Adjournment

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to adjourn the meeting at 10:55pm. Motion carried – all in favor.

Respectively submitted,

Nicole Piper
Recording Secretary