

## Final Minutes

### Exeter Board of Selectmen

December 29, 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**

The agenda for tonight's meeting provides a place for the bid awards, in Old Business.

#### **3. Public Comment**

None.

#### **4. Minutes and Proclamations**

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

Chief Kane received an award from the National Exploring Committee. The Committee designed the award to be presented to leaders. Dylan Croston, of the Daniel Webster Council, spoke about Chief Kane and all his accomplishments. He talked about Chief Kane's leadership over the years, saying it has been superior. He told what Chief Kane is a part of, including the exploring program of the Daniel Webster Council. Chief Kane spoke and was thankful for his award. He said he felt humble and was very appreciative to have received the award.

##### **b. Regular Meeting: December 15, 2014**

Selectwoman Belanger had an amendment on page 4, paragraph 2, removing the word "softly" from the first sentence. 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 amended. Motion carried – all in favor.

##### **c. Special Meetings: November 23, 2014 and December 8, 2014**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the November 24, 2014 Special Meeting as submitted by Russell Dean. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to accept the minutes of the December 8, 2014 Special Meeting as submitted by Russell Dean. Motion carried – all in favor.

## **5. Appointments**

None.

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

### **a. New Business**

#### **i. FY15 Budget and Warrant Articles**

Chairwoman Gilman said Mr. Dean provided a short summary in the packet of where the numbers are. The FY15 budget for General Fund is \$17,216,062 which is a .79% increase. The Water Fund is at \$2,788,491 which is a 9.85% increase. The Sewer Fund is at \$2,375,981 which is a 1.52% decrease. She said she wanted to go through the warrant articles first, then if there were any more comments about the budget they could discuss that after.

Chairwoman Gilman read the first article, which would appropriate \$1.18 million for the design and construction of town sidewalks, bump-outs, storm water management, and installation of street trees.

Selectwoman Surman said that from April through September the Board got a lot of public comments about sidewalks in the downtown area in particular. She proposed carving out the downtown portion of the budget. She thinks having a separate article for the \$580,000 for downtown would work better for the voters. She said she would hate to see this not pass. She doesn't think it is going to pass without laying out the downtown area, so voters can see.

Vice Chair Chartrand said this article might have a better chance of passing if the voters know it's NOT just the downtown area, but their own neighborhoods as well. He likes that this article spreads the work out through the town. He said it makes more sense fiscally to have the full \$1.18 million in the article. It will generate more support if it is spread out through town.

Selectman Clement is also in favor of trying to separate the sidewalks warrant article. He would also like to have a discussion about what materials the sidewalks will be made of, i.e. brick. He would like to let the taxpayers decide what they want. He would add a new warrant article for the maintenance money. He thinks the maintenance money should just come up every year for discussion.

Selectwoman Surman said there used to be a line item for sidewalks 7 or 8 years ago, then it got eliminated, then it came back last year. She talked about bringing everybody up to speed on the history of the money in these accounts. She said the roads line item has a much

small budget, which doesn't make sense as the roads are more important than the sidewalks. Vice Chair Chartrand said they are not more important and it should be thought of as a whole.

Selectwoman Belanger said she is for the article the way it is worded.

Bill Campbell talked about separating the warrant articles with some money for enhancements like brick. He recommended one article with \$580,000, then the other \$600,000 can be put in the budget for the upcoming year. He said there is no need to acquire debt with interest. The money should be put in the budget for sidewalks every year. He said he doesn't like the idea of bonding money for maintenance. He thinks the \$580,000 would be easier for the voters to digest.

Vice Chair Chartrand reminded everyone that the article was the plan DPW came up with. Selectman Clement said plans can change. Mr. Dean said they have not done much investing on the sidewalks side for the past few years. Selectwoman Surman said they should do this plan, but over a period of time. They need to prioritize the elements of the plan, it is the job of the Board.

Gerry Hamel thinks carrying out the plan is the best thing. He agrees with Selectman Clement and Selectwoman Surman. He said this plan was just presented, and he doesn't think it ALL needs to get addressed the first year. Downtown is the most important area. He thinks the Board is setting up for failure by going over the one million mark on this warrant.

Chairwoman Gilman asked when the final wording for the articles has to be in. Mr. Dean said they can amend the warrant articles right up through the budget hearing on January 20. Chairwoman Gilman said this is a warrant that needs more discussion. She would also like to see a second article that gives voters the option to upgrade to brick. Mr. Dean said there is a BOS meeting on January 12, so he suggested having Public Works come in and give their final thoughts. The Board agreed that was a good idea.

Vice Chair Chartrand said he would like to see Bill Campbell and Don Briselden work with the DPW to come up with a citizen's petition. Selectman Clement said it should come from the Board. The Board should ask the public about enhancements. Mr. Dean said when DPW presented in June, they got different costs of different materials. He told the Board they'd see that come up again.

Chairwoman Gilman went on to the next article, which is to see if the town will appropriate the \$711,000 for the replacement of culverts and associated bridge reconstruction work on Linden Street. The Board didn't have any comments.

Chairwoman Gilman said the next article is for the town to choose Town Officers. Vice Chair Chartrand asked BRC Chair Corey Stevens who would be returning to the BRC next year. Mr. Stevens said it is in the works.

Chairwoman Gilman went on to the next article, which is the operating budget. The budget is \$17,216,062 (draft). The Board had no comments.

Chairwoman Gilman said the next article is the water budget, and following is the sewer budget.

Chairwoman Gilman said the next article is to see if the town will appropriate, through special warrant article, \$750,000 for constructing widened shoulders and sidewalks on Kingston Road. She said no money will be spent if they don't get granted. Selectman Clement said they should hear about the grant by January.

Chairwoman Gilman said the next article is to see if the town will appropriate \$122,000 for the purpose of mechanical design, engineering, and replacement of 1999 twin gas-fired boilers.

Chairwoman Gilman went on to the next article, which is to see if the town will appropriate \$113,895 for the support of various human service agencies that will serve Exeter residents in 2015.

Chairwoman Gilman said the next article is the Public Safety Communication Improvements (\$100,000).

Next is the Street Sweeper Lease/Purchase for \$56,482 which represents the first of five annual payments.

Next is the Snow Ice Deficit Appropriation for \$50,000 to be added to the Snow and Ice Deficit Non-Capital Reserve Fund which was previously established. Selectman Clement said this is surplus money from the 2014 budget. This is money in surplus that can't be applied to reducing the tax rate next year. He also said the wording at the end of the article is a bit misleading. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to put a period after the word "surplus". Mr. Dean told the Board that the language comes from the DRA and it's customary language. Vice Chair Chartrand and Selectwoman Surman withdrew their Motion and second.

The next article Chairwoman Gilman spoke of was the Sno-Go Replacement lease/purchase at \$32,174 which is the first of five annual payments totaling \$154,561. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to remove this from the Warrant. Vice Chair Chartrand said he would like to investigate this further and see how soon the purchase needs to be made. Chairwoman Gilman suggested waiting until they hear from the DPW at the next meeting. Harry Thayer said DPW had put forward some good points as to why they needed this now. He asked the Board not to defer this article. Vice Chair Chartrand and Selectman Clement withdrew their Motion and second. Chairwoman Gilman said she was convinced by the DPW on this one.

The next article is to see if the town will appropriate \$25,000 to be added to the Sick Leave Expendable Trust Fund. Mr. Dean said they haven't put any money in this fund in a few years. He said finance recommends putting some funds in there since they're dwindling.

Chairwoman Gilman went on to the next article, which is the Fire Alarm Truck Lease/Purchase at \$21,573 which is the first of five annual payments totaling \$102,434. Selectman Clement said he would like some more details as to how and when this is used. Ken Berkenbush explained why and when this truck is used. He said it is not exclusively used by the Fire Department. It is also used by DPW. The current truck is all rusted out and needs to be replaced. It is costing more and more to fix repairs.

Chairwoman Gilman went on to the next article, which was the Epping Road TIF. This article is still TBD. Mr. Dean said the cost estimates are still in the works. He is working hard on getting language for the article by the next BOS meeting.

The next article was the Cross Road Cell Tower Lease which also has language TBD. Mr. Dean said he is working with the company to what their needs would be. He is working on bringing language to the next BOS meeting.

#### **ii. FY14 Year End Encumbrances**

Chairwoman Gilman said next is to talk about the encumbrance requests.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to encumber \$5900 for account number 01-4191-0301-5571. Motion and second withdrawn.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to encumber \$3000 for account number 01-4191-0301-5571 for the Ironwood Design Group. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to encumber \$5900 for account number 01-4191-0301-5571 for Rockingham Planning Commission. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to encumber \$19,841 for account number 01-4312-0602-7503 for Geosyntec Consultants, Inc for the design of the 2015 downtown sidewalk construction. Selectman Clement and Selectwoman Surman said they don't feel comfortable encumbering something that has not passed yet. Mr. Dean said the encumbrances need to be done before year's end. With a Motion on the table, the Board voted 2-3 with Clement, Surman and Gilman voting nay. Motion fails.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to encumber \$23,102.63 for account number 02-4335-0623-5985 for Tata & Howard, Inc. for the Water System Asset Management Plan. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to encumber \$18,006.65 for account number 03-4325-0632-4366 for Underwood Engineers Inc. to schedule into 2015 per contract for the I&I public outreach – sump pumps and private inflow. Motion carried – all in favor.

Vice Chair Chartrand wondered what will happen since the Geosyntec motion wasn't granted. Mr. Dean said work stops and the money falls to the General Fund.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to encumber \$200 for account number 01-4611-305-4300 for Yeti Land Care LLC to deal with building maintenance on Rayne's Farm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to encumber \$50,000 for account number 01-5000-0950-9072 for the Town Wide Facilities Plan. Motion carried – all in favor.

Mr. Dean said he put a contract amendment in the packet for the Wastewater Facilities Plan. The amendment is a \$24,910 addition, which is still within the budget. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to authorize the Town Manager to sign the Amendment No.1 to Agreement Between Town of Exeter , New Hampshire, and Wright-Pierce for Engineering Report Phase Contract for Professional Services for Treatment Works, where \$24,910 will be added to the engineering fee. Motion carried – all in favor.

## **b. Old Business**

### **i. Water/Sewer Chemicals Bid Award**

Chairwoman Gilman said the recommendations from the DPW to award chemical bids are in the packet.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award the Sodium Hypochlorite to Harcros Chemicals, Inc. for \$19,722.50, as recommended by the Department of Public Works. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award the Activated Carbon to Coyne Chemical for \$7,651.20, as recommended by the Department of Public Works. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award the Potassium Permanganate to Coyne Chemical for \$4,084.34, as recommended by the Department of Public Works. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award Sodium Hydroxide to JCI Jones Chemicals, Inc. for \$16,380, as recommended by the Department of Public Works. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award Liquid Sodium Bisulfate to PVS Chemical Solutions, Inc for \$9,940, as recommended by the Department of Public Works. Motion carried – all in favor.

**ii. EMS Billing Bid Award**

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to award the EMS Billing bid to Comstar for 5%. Ken Berkenbush gave an explanation why the Fire Department chose this company. Motion carried – all in favor.

**iii. Pool Resurfacing Bid Award**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Surman to award the Pool Resurfacing bid to Associated Concrete Coatings for \$45,500. Mike Favreau gave an explanation why this company was the best. Motion carried – all in favor.

**7. Regular Business**

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

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve abatement for map 110, lot 2, unit 103 in the amount of \$256.95. Motion carried – all in favor.

A Motion was made by Selectwoman Surman and seconded by Selectman Clement to approve abatement for map 11, lot 18, unit 15 in the amount of \$489.93. 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 ten parking spaces by Michael Schidlovsky for a 2015 Job Fair on March 13 from 7 am to 5 pm. Motion carried – all in favor.

A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to approve the Application for use of the Town Hall by Michael Schidlovsky for the 2015 Job Fair on March 13, 2015 from 7 am to 5 pm. Motion carried – all in favor.

**c. Town Manager's Report**

Mr. Dean reported the following:

- He wished all a Merry Christmas
- The Town Office will be closed on January 1, 2015
- Trash collection will be one day late
- It is town report season for Boards and Committees. Departments are doing the same.

**d. Selectmen's Committee Reports**

Selectwoman Belanger had nothing to report.

Vice Chair Chartrand had nothing to report.

Selectwoman Surman had nothing to report.

Selectman Clement reported it is a busy time of year for the Planning Board.

Chairwoman Gilman reported HDC met.

**e. Correspondence**

The following correspondence was included in the packet:

- Copy of a Public Notice
- Unutil letter
- Resignation letter from Mimi Becker. A Motion was made by Vice Chair Chartrand and seconded by Selectman Clement to appoint Richard Huber to be representative from Exeter for the NH Coastal Commission. Motion carried – all in favor.
- Letter from the NHSPCA regarding FY15 funding.

**8. Review Board Calendar**

The next meeting will be January 12, 2015. At that time the Board will decide if they need any more meetings about the budget. They will also hear from DPW. They will reconsider various line items from DPW about the I&I. Chairwoman Gilman is concerned some line items got cut because of turning this down. She said they will make sure this is part of the discussion on the 12<sup>th</sup>. Selectman Clement asked for a list of what was cut.



**10. Adjournment**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to adjourn the meeting at 9:12pm. Motion carried – all in favor.

Respectively submitted,

Nicole Piper  
Recording Secretary