

Draft Minutes

Exeter Board of Selectmen

March 23, 2015

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 Don Clement, Selectwoman Nancy Belanger, Selectwoman Anne Surman, and Selectman Dan Chartrand. Town Manager Russell Dean was also present.

2. Bid Openings/Awards

None.

3. Public Comment

Gerry Hamel spoke, saying he is also concerned with the stadium well, as brought up by Brian Griset at the last meeting. He is concerned with how long this is taking. He said a lot of people are concerned. He hope it is done before the deliberative session for Gilman Lane. He asked if something will be done soon. Chairwoman Gilman said it has been a long process and they are very near a conclusion. Selectman Chartrand said the stadium well and Gilman Lane are two separate things and he urged to look at them separately. Vice Chair Clement said he understood Mr. Hamel's concerns. He asked the Board to push this. He said with the Wastewater Treatment Plant going in in the fall, the stadium well is a sizeable amount of water being used at the Plant. He asked Mr. Dean to put an agreement together and bring it before the Board very soon. Selectwoman Surman said the public will inevitably link Gilman Lane and the stadium well at deliberative session. Mr. Hamel said the well should be part of the public debate as it concerns all of the public. He said a couple years to take on this is a long time. Vice Chair Clement said he would be making a Motion at the end of the meeting to go into a non-public session to discuss the well.

Mike Dawley spoke next, saying he is in shock that there is no policy for moonlighting. He is surprised that senior salary management does other work without the approval of the BOS. He is talking about department heads and such. He urged the Board to tighten this up dramatically.

4. Minutes and Proclamations

a. Proclamations/Recognitions

None.

b. Regular Meetings: March 9, 2015 and March 16, 2015

A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger to accept the minutes of the March 9, 2015 BOS meeting. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to accept the minutes of the March 16, 2015 BOS meeting. Motion carried – all in favor.

5. Appointments

None.

6. Discussion/Action Items

a. New Business

i) Unitil re: Easement over Town Property

Jennifer Perry, Public Works Director, talked about the project of replacement pipeline project. She said it would be beneficial to the Town. She forwarded the easement language to town counsel and they only had minor changes. She supports this project.

Roger Barham, from Granite State Gas Transmission, gave a history of the pipeline. He said in 1955 an easement was granted to GSGT through the parcel between Newfields Road to the Squamscott River. In 1956, the pipeline was extended. He showed a map to go along with his presentation. He continued with the history, and said in 1989 the Town granted Unitil a revised easement. In 1992, it went on as a Warrant Article and the town granted an easement to GSGT. In 2012, Unitil was replacing some pipeline and this particular pipeline needed replacement. Now, they need allowance from the Board to move forward with a replacement route parallel to the existing pipeline through the Town parcel.

Selectman Chartrand asked if it would be out of the way of any future building. Ms. Perry said yes, it is as out of the way as possible.

Vice Chair Chartrand asked if they have received all their permits. Mr. Barham said they have their NH DES permit but are waiting for the Army Corp of Engineers to sign off.

A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger that the Board of Selectmen approve the proposed Unitil gas line easement of the Town of Exeter at the Wastewater Treatment Plant site, as presented, pending final approval of a lease easement by counsel. Motion carried – all in favor.

ii) Long Term Control Plan Update: Inflow/Infiltration

Bob Kelly, Chairman of the Water/Sewer Advisory Committee, said in 2013 Underwood put together a report of things the town should be doing. Last fall, Mike Jeffers and Underwood completed an updated ordinance. Water/Sewer has been increasing its budget to deal with I & I. The town wants to work with residents to get sump pumps and proper drainage in their homes. An ordinance is in place. He put together a brochure that describes I & I and why it is important. He wants the Board to re-up the ordinance. He talked about giving Doug Eastman authority to go out and enforce this. There are still around 800 homes that are connected “illegally”. His plan is to send out the brochure, ask people to be honest and come forward, meet with the residents and find out a solution, and hopefully reduce I & I. Selectwoman Surman asked Mr. Kelly if he knew who the 800 people are. Mr. Kelly said yes, they pretty much know who they are. Mr. Kelly added this is becoming more important as the WWTP gets closer. There was discussion about how the Jady Hill project worked well, so hopefully this will too.

Vice Chair Clement gave kudos for putting this together. He asked about the ordinance being updated. Mr. Kelly said it has been “modernized”. Vice Chair Clement said they have to have a public hearing to modify the ordinance. He said they have to make sure and see if anything has been tweaked. Mr. Kelly said it is not the ordinance that has been updated, but the Selectman’s policy. Mr. Dean said he could draft something up regarding the BOS policy on this. Vice Chair Clement asked to put the draft out on the website. Mr. Dean said he could. Vice Chair Clement had some questions about enforcement. He wondered who has the authority to levy the fines (DPW or BOS), who has the authority to provide financial support, and if there is a model or if it’s case by case. Mr. Kelly said they are not going to charge residents for setting this up to fix. He said they would just fix it and work it out. He said it is a good idea to put the policy up on the website for a couple weeks, then send out the brochure. Mr. Dean said they are also encouraging people to come forward and self-report. If people have a sump pump and are not sure where it is hooked up to, call DPW.

iii) WWTF Facility Design/Engineering Contract

Jennifer Perry said in the packet there is a draft proposal for the preliminary and final design for the WWTF. June 2016 is the construction start date. She met with EPA on February 24 and made them aware of the regional approach. She said time is critical and they need to move forward, so she asked Wright Pierce to draft this proposal. The regional approach will allow a dual track. They are awaiting some information from Portsmouth, as they are looking at the regional approach, but that info may not be available until May. There is a termination clause in the contract if needed, so there are some elements of flexibility. Based on info to date, the costs onsite versus regional approach are substantially different. Selectman Surman asked what they are waiting on Portsmouth for. Ms. Perry said they are looking at redirecting all of their flow and their consultants are looking into this. Portsmouth is under some constraints, but not as many as Exeter. Selectman Chartrand said he appreciates the flexibility clause in the report. He believes they should look hard at the regional approach. He asked if

the WWTF is in final form. Ms. Perry said no, but it will be by the end of March. Selectman Chartrand asked if they can wait until then, and Ms. Perry said they can but the clock is ticking. She is urging Wright Pierce to finalize. Selectman Chartrand asked if they finalize, will it cause problems with the AOC deadline. Ms. Perry said they are already at the point of being really pressed for time. Selectman Chartrand asked if the Water/Sewer Advisory Committee is in sync with Ms. Perry's presentation. Ms. Kelly said yes, they feel they are at a point where they need to make some commitments. WSAC is in full support.

Vice Chair Clement said while regionalization is a good idea, it doesn't meet the objectives in this case. He talked about his concerns, saying he is not sure where EPA will be to permit. He said costs to put a pipe out to Pease will not go down. The health of the bay is not going to improve. Ms. Perry said she doesn't want to stop unless they are truly going to move forward with the regional option. Vice Chair Clement asked if the dual track is costing the Town time and money right now. Ms. Perry said it is not right now, but they need to make a decision as soon as possible so that doesn't happen.

Selectwoman Belanger asked if they can approve without counsel's approval. Ms. Perry said it doesn't take long for it to be looked over by counsel. Selectwoman Surman said they should move forward. She said onsite costs are lower than regional as of now.

A Motion was made by Selectwoman Surman and seconded by Selectwoman Belanger to approve the Engineering Design Phase contract for Professional Services for Treatment Works with Wright Pierce, contingent upon legal review by town counsel. Motion carried – all in favor.

iv) 2015 MS2 Report of Appropriations

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand that the BOS sign the 2015 MS2 as submitted. Motion carried – all in favor.

At this time, Selectwoman Surman made a Motion, seconded by Vice Chair Clement, that the BOS asked Phillips Exeter Academy to absorb all costs associated with the special town meeting to include the March 31, 2015 deliberative session, and the April 28, 2015 voting session. Motion carried – all in favor.

b. Old Business

i) BOS Committee Appointments – BOS reps

Chairwoman Gilman talked about Committees for possible deactivation. A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to disband the Technical Advisory Committee. Motion carried – all in favor.

The Board talked about disbanding the Council on Aging. Selectman Chartrand said there are some long standing member on this committee and they should wait to talk to them before disbanding. Selectwoman Belanger is the current BOS rep, and has not met any of its members. Mr. Dean said they have been approached before about this. He said if it is disbanded, it can always come back if the Board wants it. A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger to disband Council on Aging. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to disband Cable TV Advisory Committee. Motion carried – all in favor.

Chairwoman Gilman said Train Committee was supposed to go with Transportation Committee. She is happy to keep this and Vice Chair Clement said they do a lot of volunteering.

Selectwoman Belanger will take over as BOS rep on the Conservation Committee. Selectman Chartrand will take over as BOS rep on Emergency Management Committee. Selectwoman Surman will take over as BOS rep on Water/Sewer Advisory Committee. Otherwise, all Board members will stay on the same committees as previously.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 73, lot 49, unit 76 in the amount of \$109.45. Motion carried - all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 63, lot 255 in the amount of \$503.79. Motion carried - all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve the following Veteran's Credits, all in the amount of \$500.00, for the following map/lot/units; 21/36/3, 68/6/418, 93/10, 104/79/603, 68/6/347, 80/6/26. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve the following Elderly Exemptions, all in the amount of \$152,251, for the following map/lot/units; 96/2/13, 63/102/54, and 95/64/199. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve an Elderly Exemption for map 104, lot 79, unit 422 in the amount of \$236,251. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve an application for use of the Town Hall and Bandstand for Charles McDougall for the Exeter Brass Band Concerts on June 29 and July 6, 13, 20, and 27 from 7:30-9pm. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean said it has been a busy month, and reported the following:

- Multiple Selectboard meetings
- Townwide Facilities Plan, interviewed 5 firms who submitted proposals, all of which being good firms
- Master Plan update planning meeting at RPC on March 12. Discussion for BOS at goal setting of April 11
- Exeter Area Chamber of Commerce Forum Committee meeting on March 18, full board meeting on March 20
- Prepare for Moody's review with Finance Director. Assist Finance with Town Treasurer changeover. Review 2015 approved budget and MS2 report of appropriations.
- They are continuing the employee evaluation process
- Review Monthly Department Reports
- Continues review of Dept annual goals
- 91-A Request from Christopher Gilroy regarding Article 9
- Met with Kim Rogers regarding sign request at 1 Hampton Road
- Bushnell letter
- Plan for Upcoming Projects in FY15
- Review planning process with Town Planner, PB Chair, and Selectman Clement
- Pot Hole Patrol

d. Committee Reports

Selectwoman Belanger had nothing to report.

Selectman Chartrand had nothing to report.

Selectwoman Surman had nothing to report.

Selectman Clement reported a River Study Committee and said Planning Board would meet this week and a Chamber meeting would be Wednesday morning at 730am at the Historical Society.

Chairwoman Gilman reported Transportation Committee meeting and an HDC meeting. She reminded that they have a deliberative session on March 31, 2015.

e. Correspondence

The following correspondence were included in the packet:

- The 9th Annual Small Business Showcase flyer
- Email from Brian Griset regarding a request from the Board for him to put comments in writing. Mr. Dean is working on getting back to him
- Legislative Bulletin

8. Review Board Calendar

The next BOS meeting will be April 6, 2015.

9. Non-Public Session

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to go into non-public session under RSA 91-A:3 paragraph 2, section C. Motion carried - all in favor. A

Motion was also made by Vice Chair Clement and seconded by Selectman Chartrand to go into non-public session under RSA 91-A:3 paragraph 2, section D, at 9:07pm. Motion carried – all in favor.

The Board emerged from non public session. Selectman Chartrand moved to adjourn. Selectwoman Belanger seconded. The Board stood adjourned at 9:45 p.m..

Respectively submitted,

Nicole Piper
Recording Secretary