

Final Minutes

**Exeter Board of Selectmen**

June 15, 2015

**1. Call Meeting to Order**

Chairwoman Julie Gilman was absent, so Selectman Don Clement acted as Chair, and called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Selectman Dan Chartrand, Selectwoman Nancy Belanger, and Selectwoman Anne Surman. Town Manager Russell Dean was also present.

**2. Bid Openings/Awards – Linden Street Bridge/Culverts, Fire Department Bucket Truck**

Linden Street Bridge/Culverts bids:

- 1) George Cannes \$674,895
- 2) T Buck Construction Company \$958,158

A Motion was made by Selectman Chartrand and seconded by Selectwoman Surman to refer the bids to the DPW for evaluation and a recommendation. Motion carried – all in favor.

Fire Department Bucket Truck bids:

- 1) Cues Inc. \$72,623 or \$42,330 after a \$5000 trade-in
- 2) North American Equipment Uplifters \$94,553.58 or \$61,553.58 after a \$2000 trade-in
- 3) North American Equipment Uplifters \$116,377.79 minus a \$2000 trade-in or \$81,377.79 minus a \$2000 trade-in
- 4) All-Tech Industries \$97,091 minus a \$4000 trade-in or \$59,093 minus a \$4000 trade-in
- 5) RBG, Inc \$98,291 minus a \$6000 trade-in or \$61,296 minus a \$6000 trade-in

A Motion was made by Selectman Chartrand and seconded by Selectwoman Surman to refer the bids to the DPW for evaluation and a recommendation. Motion carried – all in favor.

### **3. Public Comment**

Mike Dawley asked about the Economic Development update on the agenda. He asked if that would include what's in the pipeline and the status of development. He wondered if the Board would talk about the Economic Development Director employment. The Board said it would not include employment.

Brian Griset asked about the BOS/Water Sewer combined meeting. He said it is not posted in the Town Office. Mr. Dean said he will post it. Vice Chair Clement said the meeting would be Wednesday in the Nowak Room at 6:30pm.

Ken Berkenbush thanked the BOS for a wonderful 20 years. He talked about his time as the Assistant Fire Chief. He thanked everyone for their support. Selectman Chartrand said Mr. Berkenbush was a great employee, and thanked him for his time. Vice Chair Clement also thanked Mr. Berkenbush for his time. Selectwoman Surman thanked Mr. Berkenbush and said Amesbury will be lucky to have him as Chief. Mr. Dean thanked Mr. Berkenbush and said he will make a good chief. Selectwoman Belanger thanked Mr. Berkenbush and said he has been a great asset to the Town.

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

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

None.

#### **b. Regular Meetings: June 1, 2015**

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to accept the minutes of the June 1, 2015 BOS meeting, as submitted by Nicole Piper, recording secretary. Motion carried – all in favor.

Brian Griset had a comment, clarifying that had said “state statute” instead of “regulation” at the last meeting.

### **5. Appointments**

None.

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

#### **a. New Business**

#### **i) Economic Development Update**

Economic Development Director, Darren Winham, went through a list of updates. He started with the Ioka Theater. He said it is officially listed again. It is listed with Florence Ruffner. He encouraged investors to look at the property. He met with the State to discuss the historic tax credit. He said one investor that is interested would like to keep it historic.

The Loaf and Ladle is looking for an operator.

The Inn at the Bandstand is working on development.

Someone is interested in the Center Street property.

There is a new building project on Holland Way.

The American Legion would like to sell their property.

Gary Blake is looking to retrofit their property on the east side of Portsmouth Avenue for offices.

There is a 79-E discussion next week.

Yermont moved into offices at 100 High Street.

At the EEDC meeting last week they discussed parking.

In regards to the TIF district, there are two companies interested in John Shaftmaster's property. Mr. Monahan has four lots, and would like to combine lots. He met with the company that is interested in Scott Carlisle's property. The ZBA turned down a proposal on the King's property. He met with Todd Baker, who is looking at other options. A property has been purchased on Industrial Drive for use. The Neighborhood Beer Company is opening July 4. Al's towing is expanding parking. Jaguar has new ownership.

Selectwoman Surman said this is an excellent report. She said it is good for people to know what Mr. Winham does. She read a letter from the owner of the Ioka. She said they should be glad they didn't write him a letter a couple weeks ago. The sale between the two parties stays private.

Vice Chair Clement asked about Aroma Joe's and where their proposed location would be. He also said he is not in favor of paid parking downtown, which had been talked about the week prior.

Frank Ferraro said the EEDC had a discussion of a non-profit that was previously talked about being dissolved. Selectman Chartrand said the Board directed the EEDC to develop a recommendation for the BOS. Mr. Ferraro asked if there had been any paperwork filed with

the IRS. Selectman Chartrand said not to his knowledge, but they are in the process. Mr. Ferraro asked if the directors of the EEDC and the non-profit are the same. Selectman Chartrand told Mr. Ferraro he should watch the stream, as many of his questions would most likely be answered. Mr. Dean said the non-profit is operating under the town's tax ID number. He said they have not looked at individual liability. Vice Chair Clement said he wants to make sure the volunteers are covered. Selectman Chartrand said the meeting had a lot of info and it's on the stream.

Nora Arico, Exeter resident, asked Mr. Winham to repeat where the public property walk would be. Mr. Winham said it would be on the Shaftmaster and King properties.

Mike Dawley said it seems the town is in a rush for development and he looked to the BOS for some guidance. He thinks development is bouncing all over the place.

Brian Griset said at the EEDC meeting the issue of paid parking has come up. He said this has been voted out numerous times. He hopes the EEDC thinks of the voters.

Mr. Dean said one thing he knew was a lot of projects would be tackled when an Economic Development Director was hired. He said they are looking at things in a new light now.

Mr. Winham said there was a speaker about the non-profit at the EEDC meeting.

#### **ii) Parks/Recreation: 4 Hampton Road Feasibility Study**

Mike Favreau said the first step in evaluating is the need to get some information. They are going to have to do something with the Planet Playground in five years. He wants to bring someone in to put numbers on a new indoor sports center. He would like the Board's permission to use impact fees to do a study. Selectman Chartrand thinks that is a good idea. They are going to have a YMCA and another center coming in soon. Mr. Favreau said the Tennis & Racquet Club brings a whole different element. He does not see that or the YMCA being competition. Selectwoman Surman said she didn't want it to be redundant with the YMCA and the Swim & Racquet Club. She doesn't want the taxpayers to have to pay for something they don't need to.

Mr. Favreau said field space is the biggest need in Exeter. Selectman Chartrand said they won't know if they need a facility until they do a study.

Mr. Favreau said before they build a building they need to do something with the tennis courts. He said he just wants to know if the building is the right direction.

Mr. Dean said they have never had a master plan of the rec park property. He said part of this exercise is to not only look at the building, but also the remaining 8.6 acres out there. They have some logistical things to look at. In order to move forward, they need to look at that property. Mr. Favreau said they definitely need more parking.

Selectwoman Belanger asked how long it would take to get the study back. Mr. Favreau said he just started the draft on the RFQ. They may be interviewing by fall. They do not want to rush this.

Selectman Chartrand suggested rolling this forward to Old Business for next meeting, since Chairwoman Gilman was absent. Vice Chair Clement preferred to keep the discussion going.

Mr. Dawley asked if they are thinking of building behind the pool. Mr. Favreau said yes. Mr. Dawley said that will be an incredible site work expense. He said it is not easy to develop back there.

Ms. Arico made a historical comment. She said they need a study so they know what they're doing.

Vice Chair Clement said he would like to see this go through CIP. He said this is a facility and wondered if it is incorporated in the facilities report. Mr. Dean said they have \$50,000 to do a townwide facilities report. This feasibility study would serve the facilities plan. Vice Chair Clement asked if impact fees can be used for this study. He does not think this study meets the criteria for impact fees. That is why he would like to see it move to CIP. Mr. Favreau said in order to make improvements in a thoughtful manner, they need to do a study.

The Board decided to roll this discussion over to the next meeting and get something in writing if the impact fees can be used for this study.

### **iii) Invitation from County Commissioners: 2015 Budget**

Vice Chair Clement said there is a meeting on July 16 at the Rockingham County Nursing Home to talk about the next budget for the county. The Commissioners invited one BOS rep from the town to participate. Mr. Dean said this is the first time he has seen an invite like this in his 10 years. Selectman Chartrand volunteered to go. Vice Chair Clement said they will RSVP Selectman Chartrand's name and contact information.

### **iv) Special Events Application**

Mr. Dean said the new proposed application was generated out of his office as a reaction to getting more requests. There have been a lot of demands made in town. The

feeling is there is a need for a special events form to handle some of what is coming in. He asked the Board to look over it and get back to him. The question of how to properly charge has come up.

Selectwoman Surman asked if there is a police detail needed, wouldn't the town work with the police separately. She also asked if the rental fee of \$1500/day is a typo. It seems really expensive. Mr. Dean said he will look into that.

Selectman Chartrand said each individual event is probably different. He said having a menu of costs/events is a good idea.

Selectwoman Surman said there will be an economic benefit when the applicants come to town.

Selectwoman Belanger suggested itemizing costs so the applicant is aware of them, then they can make informed decisions.

Vice Chair Clement said they have the ability to waive fees if it is a non-profit. He said there is a separate use of town hall versus needing DPW, fire, and police approval.

Selectwoman Belanger asked why there is no tables/chairs language. Mr. Dean said he will take a look.

Frank Ferraro commented, saying he liked that the Board was having this discussion.

Brian Griset said he was pleased with the discussion. He said separation of services provided versus rental is how this should be viewed. He said they shouldn't single out one location. They also do not want to chase political people from the town.

Dennis Brady said he needs to know the origin of the \$1500, saying that is a big jump.

Vice Chair Clement said this is a draft and they will bring it back with some input.

## **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 52, lot 52 in the amount of \$2,811.87. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 65, lot 93 in the amount of \$4,067.97. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to deny abatement for map 52, lot 49. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 111, lot 5, unit 11 in the amount of \$123.79. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 65, lot 129 in the amount of \$84,992.08. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 73, lot 1 in the amount of \$5,102.55. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 73, lot 1 in the amount of \$5,096.67. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 73, lot 1 in the amount of \$5,075.14. Motion carried – all in favor.

A Motion was made Selectwoman Belanger and seconded by Selectman Chartrand to approve a yield tax for map 113, lot 3 in the amount of \$214.89. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a yield tax for map 113, lot 5 in the amount of \$422.08. Motion carried –all in favor.

The Board singed a PA-28 Form for DRA.

Mr. Dean explained that the reason for the high amount for map 65, lot 129 is there was an error in the system.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to refund \$16.45 for interest paid on the 2014 TAX02 bill for map 104, lot 79, unit 1016. Motion carried – all in favor.

#### **b. Permits & Approvals**

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve the application for use of the Town Hall by Evelyn Orr for the Exeter Women’s Club for a Yard Sale on June 3 and June 4, 2015. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to declare a Button 60" walk behind mower being stored by Parks and Recreation surplus. Motion carried – all in favor.

Mr. Dean said Convenient MD wants to put up three banners at the Rec Park and Brickyard Park to reflect their sponsorship of the Parks/Recreation programs. There is a memo in the packet to reflect the facts. Selectwoman Surman said she wasn't sure why this was coming up again. She read the policy on banners. She said this came up last year too. Selectwoman Belanger asked what the cost is associated. Mr. Dean said it is \$6000 a year. Selectwoman Belanger asked when the last time was that the policies on signs were updated. Selectwoman Surman asked if they were going to go against the policy, and if the policy was even still in effect. Vice Chair Clement said it is in effect. He said there are conflicting policies said they should not allow the banners. Selectwoman Belanger asked for clarification on language on the policy. Mr. Dean said there is a waiver process. The BOS can grant a waiver. There are advertising signs around town. Selectman Chartrand suggested rolling this forward until Chairwoman Gilman was present. Selectwoman Surman said the policy says they cannot allow this. Brian Griset agreed with Selectwoman Surman and Vice Chair Clement. He said if the Board moves forward they need to clarify the policies. Vice Chair Clement suggested this come back to the Board and that the Board see the agreement between Parks & Rec and Convenient MD. Nora Arico said policies are made for a reason and the Board should be firm with their policies.

### **c. Town Manager's Report**

Mr. Dean included his report in the packet, and talked about the following:

- The Town personnel announcing retirement
- A BRC workgroup on June 10
- Completion of Gilman Street Agreement
- Completion of Exeter Mills Agreement
- Attending a Women's Club Bench dedication
- MC'ing the Chamber of Commerce Forum on Economic Development at Newmarket Mills
- COAST Route 7 pamphlet being finalized
- The PREP grant application to study creating a fertilizer ordinance
- Fire bargaining kickoff meeting
- Reviewed EXTV equipment and personnel needs with IT Coordinator
- A MMANH Conference in Hampton



He also went through a list of Project Updates and reminded of a BOS Special Meeting/WWTF Work Session on June 17.

**d. Selectmen's Committee Reports**

Selectman Chartrand reported an EEDC meeting last week. He also congratulated all involved with the High School graduation last week.

Selectwoman Belanger reported a Conservation Commission meeting last week.

Selectwoman Surman reported a Swasey Parkway Trustee meeting last week.

Vice Chair Clement reported a Planning Board site walk tomorrow at PEA. He also talked about a St. Vincent DePaul poverty simulation event at Riverwoods.

**e. Correspondence**

The following correspondence were included in the packet:

- A Planning Board legal notice
- Legislative Bulletin
- NH Dept of Safety letter about Seabrook Station Emergency Planning Zone
- Draft for Sidewalk permit

**8. Review Board Calendar**

The next BOS meeting will be June 29, 2015.

**10. Adjournment**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to adjourn the meeting at 9:47pm. Motion carried – all in favor.

Respectfully submitted,

Nicole Piper, recording secretary