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Exeter Planning Board Meeting

Exeter Planning Board

Draft Minutes

August 13, 2015

1. Chair Woman Kelly Bergeron called the meeting to order at 7:04 pm
BOARD MEMBERS PRESENT: Kelly Bergeron (Chairwoman), Peter Cameron (Clerk), Aaron Brown (Regular Member), Gwen English (Regular Member arrived at 7:20pm), Kathy Corson (Alternate), Langdon Plumer (Alternate)

STAFF PRESENT: Glenn Greenwood (Interim Planner), Sarah McGraw (Recording Secretary)

Case # 21515 continued public hearing on the application of Unitil for an amended Conditional Use Permit was rescheduled for 8/27/15.

2. APPROVAL OF MINUTES

Mr. Plumer approved the minutes from July 9, 2015, second by Mr. Cameron. VOTE: 6 yays, 1 abstention

The July 23, 2015 minutes were tabled to the following meeting due to lack of Board members present from that meeting.

3. NEW BUSINESS

In a letter dated from August 7, 2015 from Jennifer Mates, Town Assistant Engineer, requested a bond release of \$116, 332 for Planning Board case # 21417.

Mr. Plumer moved to release the bond of \$116, 332, second by Mr. Cameron. VOTE: Unanimous

Julie Gilman member of the Exeter Flexible Zoning Initiative spoke on a request to expend \$5,000 from the Planning Board budget to extend the current consultants contract on the Flexible Zoning Initiative project. Mr. Brown asked what the consultant had charged for his services. Ms. Gilman replied \$17,000 but the group adjusted the numbers to take some of the work that the consultant would be doing. Mr. Brown requested to see the proposal for the consultant before expending the funds.

Public hearing on the 2016 Capital Improvements Program (CIP) projects as presented by the Town Departments. Copies of the proposed documents will be available at the Planning Department Office.

Mr. Plumer moved to open the public hearing, second by Mr. Brown. VOTE: Unanimous

Russel Dean, Town Manager, introduced the CIP projects and thanked the town departments for work done throughout the year. He explained that projects greater than \$25,000 qualify as a CIP project. Mr. Dean also announced that paving projects were moved into the overall budget. Mr.

Dean spoke about neighborhood projects and recently completed projects as well as , the Great Dam and down town sidewalk improvements. Mr. Dean recounted that the Town is mandated by the EPA to upgrade the waste water treatment plan with an estimated cost of \$51.8 million dollars. He continued to speak about vehicle replacements and a retired conservation bond from 2005.

Darren Winham, Economic Development Director, spoke about the possibility for purchasing the IOKA Theatre. The owner is asking \$800,000 but the Town would negotiate a lower price. Mr. Winham is also proposing a parking study estimated at \$50,000 studying down town parking.

Mr. Winham introduced the Epping Rd Infrastructure Improvements that did not have a cost associated with it yet. The improvements would occur between Continental Drive and Route 101. The project was also submitted through the Comprehensive Economic Development Strategy with the Regional Planning Commission. Mr. Jason Prue, Chair of the Economic Development Commission spoke in support of the IOKA purchase and the parking study. The EDC submitted a letter to the Planning Board voting at the August meeting in support of the IOKA and Parking Study.

Mr. Cameron asked about a timeframe for the IOKA project. Mr. Winham said he did not know the current condition of the building and did not express a time frame. Mr. Winham said that he hoped a private buyer would purchase the building and that he was not involved with a realtor. Mr. Dean said that if the project was met favorably, then they could apply through the Town to borrow funds but it does not mean that the Town would borrow. Mr. Dean said Town could make an offer, and then go through the due diligence process. Mr. Brown asked if the Town acquired the property, then who would authorize the sale. Mr. Dean replied that in Chapter 41 of the RSA that allows the Board of Selectmen to buy and sell property after input from the Planning Board and Conservation Commission.

Mr. Plummer asked if the IOKA would become the budget for the year. Mr. Dean said this would be a separate warrant article. Mr. Plummer followed up asking what would be the use of the building. Mr. Winham replied that if the Town acquired the property, the Town would put forth a Request for Proposal.

Ms. English said she would like to see the IOKA become a part of the community but there may be reasons why the building is languishing. She expressed concern on taking a risk by spending money without knowing what will happen with the building. Ms. English commented that she would like to know the business owners opinion on parking. For the Epping Road project she said she was concerned about a master plan for Epping Road. The Town and businesses could follow a plan to handle the area as a whole instead of piece by piece.

Mr. Dean commented that the parking study in 2002 was locally produced and the intent is for professionals to make the analysis.

Mr. Winham said that he will gather buy in from all parts of the town on the TIFF district.

Ms. Corson said she was not on board with the IOKA as it needs many improvements. Ms. Corson indicated the Master Plan as a baseline for all of the projects.

Albert Bernier, Exeter resident, said he is a tax payer and doesn't want the town costing tax payers more money. He said he thinks the Town owns enough buildings. He said that he is retired and does not receive increases in income. Mr. Bernier thinks the developers should pay for infrastructure improvements.

Mike Ward of 12 Birch Road, noted changes he has seen in his neighborhood over the years he has lived in Exeter. Mr. Ward was concerned for the cost of the IOKA improvements related to other important costs to the town. Mr. Ward also expressed concerns for the cost of metered parking and said the only alternative would be a parking garage. Parking is currently free in Exeter.

Mr. Bernier wished to discuss his concerns for the YMCA project. He noted there is a trailer sitting in the back of the property that has not been removed that the plans indicate as temporary.

Ms. Corson said that she didn't think the Planning Board could discuss the topic as this meeting and suggested for Mr. Bernier to come in to the offices. Mr. Bernier said he has called the Town Offices to express his concerns about cement dust in his home and also called the YMCA and hadn't heard back. Mr. Bernier said he was not aware of a change in plans. Ms. Bergeron said that the plans Mr. Bernier was carrying were outdated. Mr. Bernier was concerned with the money being spent in the Town. Mr. Greenwood said he is in his office every other Wednesday and can look into the YMCA file and abutter notices.

Chris Surret of 32 Captains way, and member of the Economic Development Commission, said he believes there is a parking issue in Town. Conducting a study would show new data on the parking conditions.

Mr. Dean touched on four projects in the CIP. One is a financial software upgrade for \$253,372. The second project is the Master Plan update for \$50,000. The third is a complete streets study for \$25,000 and the fourth is a Bike Path Master Plan for \$25,000.

Ms. Corson spoke in support of the Master Plan update but also stressed the water treatment upgrade as important projects. Ms. English suggested combining the complete streets and bike path projects as they seem similar in scope. Mr. Dean said he would look into the deliverables.

Ms. English inquired about the price of the financial software upgrade, if it was comparable with other companies. Mr. Dean said it is a standard price.

Jennifer Perry, Public Works Director Spoke on a number of projects in the CIP including

- Lincoln St. Project Phase II-
- Court St. Bridge/Culvert Replacement
- Dam analysis for the Pickpocket Dam and Exeter Reservoir

Ms Corson asked if the Town of Brentwood owns part of the dam. Ms. Corson suggested the flood control analysis be done in 2017. Ms. Perry said the Town received a letter of deficiency from the New Hampshire Department of Environmental Services, and NHDES would not generally accept a later deadline. Ms. Corson asked if the bridge would change after the dam is removed. Ms. Perry said the hydraulic analysis were conducted and with major storm events

there would be a full floodway. Ms. Corson asked if the Lincoln street projects would have concrete sidewalks. Ms. Perry said yes there would be but wasn't sure how far it would extend down the street.

Ms. Perry moved on to the Water Enterprise Funds. The first project dealt with the water storage tank maintenance. She detailed staining and sedimentation inside of the tank which would entail cleaning and disinfecting of the interior. Another maintenance task would be to paint the outside of the tank. Ms. Perry said they are working with Utility Services to maintain the tank. The estimated cost for maintenance is \$796,157.

The second project is the SWTP TTHM Treatment. The project would treat the water to reduce Trihalomethans (TTHMs), a cancer causing compound after prolonged exposure. The water consultant Weston and Sampson Engineers is studying the issue.

Mr. Brown asked about the original price of the Water Tank. Ms. Perry said that the cost was \$ 2 million dollars.

Ms. Perry introduced the Waste Water Treatment Facilities project. The United States Environmental Protection Agency (USEPA) issued a National Pollutant Discharge Elimination System (NPDES) permit for the wastewater plant, effective March 1, 2013 and also an administrative order on consent (AOC), requiring the plant to achieve 8 ml/L of total nitrogen, start construction in 2016 and complete by June 2018. The total project cost is \$51,870,000. The current plant is not meeting current standards and is operating at its limit of technology.

Ms. Perry explained sewer bills would contribute to the funding of the project and a typical bill would be \$700-800 per year which does not include a possible cooperative agreement with Stratham.

Mr. Plumer asked about the investment of the project. Mr. Winham said that new users could also be added to the system with the economic development projects. Mr. Dean commented that the Town has not studied the impacts of extending the system except for the Epping Road TIFF District.

Ms. Perry moved on to the vehicle and equipment portion of the CIP. Ms. Perry said that vehicles would be replaced through a lease program. Vehicle projects included:

- Cat Backhoe #41
- DPW Truck 10
- Highway Dump Truck #28
- Replace Car #7 and #51 with Jeep Patriot
- Replace p/u #4 with Chevrolet Silverado
- Replace Van #12 with Ford Transit Connect
- Replace P/U #23 with Ford F-250

Mr. Dean pointed on page 81 of the CIP, a chart depicting the General Fund (existing debt service), that the tax rate share will decrease by \$10.00 by 2022 for a home valued at \$275,000.

Eric Wilken, Assistant Fire Department Chief , presented the CIP projects for the fire department.

The first project was for a new sub-station located at purchased property on Continental Drive to improve service and response time to residents of the north and northwest sections of Exeter. The cost of the project is \$2.5 million dollars. The station has been on the CIP list for a number of years. A 2007 study recommended the station to be located on Epping Road. Residents would benefit by a lower Insurance Services Office (ISO) rating.

Ms. English asked about the Staffing for Adequate and Emergency Response (SAFER) grant program. Mr. Wilken said the program has been funded for last 12 years. Mr. Wilken said the grant has a 2-3 year repayment period and can be used to pay salaries.

Mr. Wilken described the vehicles in need of replacement and to also use a lease program and a state bid process. The first truck is a 2001 Ford Crew Cab, 14 years old with 117,000 miles. The truck pulls many emergency support trailers. In 2017 the Department will be looking to replace Fire Engine 4 which is fifteen years old.

Mr. Plumer asked about the trailers stored used by the region. Mr. Wilken said that equipment stores equipment used in the surrounding towns.

*Mr. Cameron moved to continue the public hearing, second by Mr. Plumer. **VOTE: Unanimous***

Ms. Bergeron noted the minutes from July 23, 2015 can be approved with the presence of Ms. English.

*Mr. Plumer moved to approve the Minutes of July 23, 2015 as amended, **VOTE: 4 yays: 2 abstentions.***

TOWN PLANNER ITEMS

Mr. Green wood said he met with Doug Eastman, Barb McEvoy and representatives from PEA to talk about the Campus Master Plan. He said there will be some zoning issues between the performing center and the Thomas Cage Field House.

OTHER BUSINESS:

Ms. Corson said the first meeting for the PREPP was held and the group will try to craft a fertilizer zoning amendment.

Ms. Bergeron discussed the procedures that the sub-committee and Mr. Greenwood gave input on. There will be a document that shows all of the changes made over time.

*Mr. Plumer moved to adjourn, second by Ms. English. **VOTE: Unanimous***

The meeting was adjourned at 9:58 pm.

Respectfully Submitted,

Sarah McGraw, Recording Secretary

DRAFT