

## Draft Minutes

### Exeter Board of Selectmen

November 30, 2015

#### **1. Call Meeting to Order**

Chairwoman Julie Gilman called the meeting to order at 7:03 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Don Clement, Selectman Dan Chartrand, Selectwoman Nancy Belanger, and Selectwoman Anne Surman. Town Manager Russell Dean was also present.

#### **2. Board Interviews – Housing Committee, CATV Committee**

The Board convened at 6:45pm for volunteer interviews. Frank Ferraro was interviewed for the CATV Committee. Barry Sandberg was interviewed for the Housing Committee.

#### **3. Bid Openings/Awards**

There were no bid openings or awards.

#### **4. Public Comment**

Kathy Corson spoke as a concerned citizen regarding recent remarks about the Planning Board. She spoke to defend the work of the Planning Board and Planning Department. She provided an incomplete, large list of development or redevelopment that has happened in the past 15 years in Exeter. She said 4 out of 10 top taxpayers in the town did not exist 10 years ago. The list shows 18 development/redevelopment projects on Epping Road alone. It shows many housing developments as well. She spoke for herself, saying she has voted “no” only once in the last 15 years with the Planning Board. She is also concerned with the recent MRI report. She pointed out a couple places in the report that concerns her. She was concerned with the surveying that was done for the report, saying when a survey is sent to town volunteers it is supposed to be confidential and she feels that was not done. She went on to say Planning Board has approved over 240 housing units in the past two years. She said she would like to see the BOS and the Planning Board ensure the legacy of Exeter as positive and sustainable.

Brian Griset spoke, saying he was confused regarding last week’s EDC meeting. He also said the MRI report condemned town committees. He is concerned that at the EDC meeting the BOS advised to bypass rules. He said he has major confusion that EDC is acting independently and not advisory. However, he said the town’s website says they are a

Committee which would enable them to act independently. He is confused what the purpose/charge is with the EDC.

Nora Arico, Exeter resident, spoke of her concern of the Phillips Exeter Academy crosswalks. She said she tried to do something about it when one of the prior Selectmen worked at PEA. She said she would like to know that PEA takes this seriously. She wants to make sure nobody is injured, as there are a few particular crosswalks where safety is a concern. Vice Chair Clement asked what crosswalks in particular. Ms. Arico said the ones on Front Street and Water Street. Selectwoman Belanger said she has noticed this too. Vice Chair Clement said the BOS controls parking next to those crosswalks so it is something they should look into. Frank Ferraro spoke, saying even a light to warn the motorists of a pedestrian would be nice. He said it would be good to have PEA look into this. Ms. Arico said her main point is the pedestrians get off their bicycles and walk them and it is dangerous.

## **5. Minutes and Proclamations**

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

There were no proclamations.

### **b. Regular Meetings: November 16, 2015**

Selectman Chartrand had one amendment on page 6, last paragraph, changing a “he” to a “she”.

**Motion:** A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to accept the minutes of the 11/16/15 BOS meeting as amended. Motion carried – all in favor.

## **6. Appointments**

The Board said they would wait another two weeks for any appointments.

## **7. Discussion/Action Items**

### **a. New Business**

#### **i) Water Rates Hearing – Water/Sewer Committee**

**Motion:** A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger to open a public hearing on the water rates. Motion carried – all in favor.

Chairwoman Gilman said the Water/Sewer Advisory Committee has suggested increasing the water rates 20% in each tier. Selectwoman Surman asked if impact fees were channeled. Mr. Dean said the water/sewer assessment fees have been part of the revolving

surplus for the budget. Vice Chair Clement said in projection for next year, they may have understated the water impact fees coming in. He said his calculations say they could have \$80,000 of potential impact fees which is not reflected in the potential revenue.

Brian Griset spoke on the matter, saying there will be a drop at the end of the year based on forecasts. He said there was a report done on the assessment fees 8 years ago. He said impact fees are for excess capacity. He said they could generate a minimum of \$50,000 if they update their impact fees. He also suggested raising the quarterly charge by \$10.

Bob Kelly, Chair of Water/Sewer Advisory Committee, said Mr. Griset had some very good points. He said Mr. Griset's points have been reviewed over the years by Water/Sewer and the BOS and there is a reason they have not messed with the service charge. He said it is not an insignificant number so they didn't mess with it. He said they have hired a rate consultant who will give them an excellent summary of what they have to do. As far as impact fees, in a budget of \$3 million for the water fund, they amount to 2 or 3% of the fund and get lost in the shuffle. However, he said that number will go up a lot next year.

Selectwoman Surman said they have not raised rates since 2008 and they absolutely should raise them now. Mr. Kelly said it has been longer than 2008 for a real critical increase.

**Motion:** A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger to close the public hearing. Motion carried – all in favor.

Vice Chair Clement said they can take action on this because they have now had a public hearing. He said he would like to see the rate study recommendation come earlier than budget time in the future. He would like to see it late summer so they have more time to look into it. Mr. Kelly said that is their goal as well. He said he would be reluctant to do anything significant to rates twice in one year. He said the second phase of the rate analysis is going to take a while.

**Motion:** A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to follow the recommendation of the Water/Sewer Advisory Committee and raise the water rate 20% across all three tiers effective immediately. Motion carried by majority. Surman votes nay.

## **ii) Stratham Water Purchase Agreement**

Chairwoman Gilman said at the last BOS meeting she received several recommendations for changing in the wording/terms of the Agreement from Vice Chair Clement and Selectwoman Surman. Mr. Dean said included in the packet is the original document, one with Selectwoman Surman's recommendations, and one with Vice Chair Clement's recommendations.

Chairwoman Gilman started by going through Vice Chair Clement's edits. The first was on page 5, section 2.01.5.2 eliminating "within one week of such imposition by EXETER". The Board agreed they were comfortable with this change. The second edit was on page 5, section 2.01.6 adding the word "all" to ordinances and regulations of EXETER. Selectman Chartrand said that extensive changes to the Agreement are not advisable. Small changes are fine, he said. Selectwoman Surman had an edit in this area as well, which Selectman Chartrand stated he was not comfortable with. The next of Vice Chair Clement's edits was on page 7, section 2.03, changing the last sentence to read "Notwithstanding the foregoing, EXETER may assume the ownership, operations and maintenance of the water systems and facilities in Stratham, or any portion thereof upon mutual agreement and vote of the respective legislative bodies". Chairwoman Gilman said she was comfortable with this, but changing it slightly to read "governing bodies" instead of "legislative bodies". Mr. Dean and the Board felt comfortable with this change. Selectwoman Surman had an edit to section 2.04.4. Selectman Chartrand said he is not comfortable striking full paragraphs like this. Selectwoman Surman said it is hypothetical, and they can leave the paragraph. Vice Chair Clement said he thought the wording in this area gave them more protection. Vice Chair Clement had an edit on page 9, section 3.02, adding to the sentence "all the requirements of Federal and State Law and all ordinances and regulations of Exeter." Selectwoman Surman had an edit on this as well and the Board agreed to go with her suggestion on this. Selectwoman Surman had an edit on section 303.1. Mr. Dean and the Board agreed this was a fine edit. Vice Chair Clement had an edit on page 10, section 3.04, recommending to strike "Tier 2". Selectman Chartrand thought they should leave the language. Selectwoman Surman suggested maybe billing them monthly and not quarterly because they are such a large user, and added this was just a thought. Mr. Dean said they have a large customer that they bill in a similar fashion, adding this also gives them the authority to update/change rates. Chairwoman Gilman said they should go with the way it is written and if they find excessive instances then they can renegotiate to change it to just the Tier 3 rate. The Board decided they were fine with the language that was there. Selectwoman Surman had some edits to section 3.06, Delinquent Bills, clearing up the language. Selectman Chartrand said he wanted to leave "may" and not change it to "shall". Mr. Dean explained why it was written with "may". Vice Chair Clement asked which word they use in the ordinance. Mr. Dean read the ordinance, which says "subject to", saying there are some flexibilities. The Board decided to leave "may". Selectwoman Surman suggested making an edit to section 3.06, but the Board decided to leave the language as it was. In section 3.07, Selectwoman Surman suggested changing "shall" to "may", and the Board agreed with this. With these changes, the Board decided they would get an amended Agreement into their next packet to consider approving.

Brian Griset said he is concerned with the liability aspect. He also said should Epping Road hugely develop it could be argued there was not enough "due diligence" from Exeter to meet Stratham's capacity. Otherwise, he agreed with a lot of the changes the Board had made.

Mr. Griset went on to talk about average flows over the year, hydrant flushing, and suggested a max limit.

Chairwoman Gilman asked if Stratham has seen this Agreement. Mr. Dean said they have and he had just heard from them that night.

### **iii) Review FY16 Budget Recommendations Committee**

Chairwoman Gilman said the budget process was a good process this year. She said the Committee worked well and was more thorough this year. She said the Town Manager had prepared a preliminary budget, of which the Budget Rec. Committee went through to try to find any decreases or increases in the line items. The BRC came up with a 2.47% increase over FY15, but a 10% increase in Health Insurance lines was to be considered too.

Corey Stevens, Chair of the BRC, said they have completed their work for this year. He said the BRC took a new format this year. They relied on the subcommittees to get numbers and bring them to the BRC. They integrated CIP projects as well at the end of each review. He said part of what worked this year was requested data up front in September from the Town Manager and the Finance Department. Other impacts to the budget were wages increases of \$100,000 to partially to new jobs.

Chairwoman Gilman thanked Mr. Stevens and the BRC for all their hard work. She said the BRC meetings were streamed and the minutes posted.

Selectman Chartrand thanked Mr. Stevens for his role. He said the night of the MS4 permitting discussion he was not present, and asked for thoughts on how they came up with their recommendation. Vice Chair Clement said there are only certain things you can set a capital reserve fund for. He said the MS4 permit is still in draft form. DPW had asked for more money, but realized it may not start until fall, so they won't need as much.

Mr. Stevens said in regards to the Human Services warrant, the subcommittee spent a lot of time and effort on this and produced some good work. He said their final recommendation is for \$107,000.

Vice Chair Clement said in the past couple of years they have kept the percentage increase of the budget to less than 2%.

**Motion:** A Motion was made by Vice Chair Clement and seconded by Selectwoman Surman that Mr. Dean go back and find some cuts to bring the General Fund budget down to a 2% increase. Mr. Stevens said the BRC was on the same page. He said they could go back and see if they could find more cuts. Chairwoman Gilman said she didn't see the need to require the BRC to get back together, but would see if any members of the BRC would come forward and give the BOS suggestions. Selectman Chartrand said he would be voting no on the Motion

because they should dig deep on the noticeable increases and move forward. Vice Chair Clement said he is prepared to go through specific line items that should be changed. Mr. Dean said he would have to cut \$81,257 to bring the budget down to a 2% increase. Chairwoman Gilman called the vote. Motion fails by majority vote. Gilman, Chartrand and Belanger vote nay.

Selectman Chartrand said he still feels they should put an additional \$40,000/year away for the Sportsmen's Club RAP. He said the consultant gave them that number and they should move forward with that.

With a lot on the agenda, Chairwoman Gilman said they will have BOS meetings definitely December 7 and 14 and possibly the 21<sup>st</sup>. Vice Chair Clement said they need to get back to scheduling a work session to go through the MRI report. Chairwoman Gilman said she didn't intend on cancelling that forever. They decided they would meet on December 15 at 6:30pm for that.

#### **b. Old Business**

None.

#### **8. Regular Business**

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

There are two Abatements in the packet which Vice Chair Clement said he would like to get more documentation on from the Assessing Department.

**Motion:** A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to table the Abatements for map 55, lot 75, unit 1 and map 55, lot 75, unit 2. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 63, lot 75 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 517 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 211 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 95, lot 64, unit 151 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 233 in the amount of \$2,500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 19, lot 16, unit 39 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 104, lot 79, unit 324 in the amount of \$500.00. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 24, lot 1 in the amount of \$1,000. Motion carried – all in favor.

**b. Permits & Approvals**

There were no Permits or Approvals.

**c. Town Manager's Report**

Mr. Dean talked about the following:

- He said last year the BOS had approved closure of the Town Hall on December 24 if the employees used a vacation day. He has been asked to do this again. There were no issues or complaints last year and he said they will post notice of its closure and put the word out there to residents.

**d. Selectmen's Committee Reports**

Selectman Chartrand reported on an EDC meeting last Tuesday. He said they discussed and made a Motion to support a Citizen Petition to change zoning on Epping Road.

Vice Chair Clement reported on a Planning Board meeting where they discussed the expansion of FW Webb. He said PEA came in and gave a preliminary on the proposed Center for Theater and Dance and the Field House. He also said Safety Committee met and talked about security in the town buildings and about improving access in the front door of the Town Office Building. He also said Healthy Water Clean Lawns met. He said he went to a couple seminars at the NHMA conference in Manchester.

Selectwoman Surman had nothing to report.

Selectwoman Belanger had nothing to report.

Chairwoman Gilman reported on a Heritage Commission meeting where they talked about the Winter Street Cemetery. She gave a schedule of upcoming events, saying December 2<sup>nd</sup> is the GWTP ribbon cutting at 10am, December 3<sup>rd</sup> is the Holiday Tree Lighting at 5, and December 5 is the Holiday Parade.

#### **e. Correspondence**

The following correspondence were included in the packet:

- A letter from Children's Trust requesting use of Town Hall on April 16, 2016
- An Unsung Hero Awards 2016 Parent Recognition Month
- Children's Trust free online trainings in family strengthening
- A letter from Xfinity regarding price changes
- NHMA Important Dates for Local Officials
- A letter from Herman Dunseth regarding a room at Riverwoods
- A Legal Notice from Exeter Planning Board Agenda

#### **9. Review Board Calendar**

The next BOS meeting will be December 7, 2015, where the Board will discuss the budget, the Stratham Water Agreement, and take action on the Sportsmen's Club RAP. They will also meet December 14 to continue discussions on the budget.

#### **10. Non Public Session**

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to go into non-public session under 91-A:3 paragraphs 2C, D, and E, at 10:04 pm. Motion carried – all in favor.

The Board emerged from non public session. Selectwoman Belanger moved to seal the minutes. Selectman Chartrand seconded. Motion carries.

Selectwoman Belanger moved to adjourn. Selectman Chartrand seconded. The Board stood adjourned at 10:20 p.m.

Respectfully submitted,

Nicole Piper, Recording Secretary