

Final Minutes

Exeter Board of Selectmen

January 25, 2016

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

2. Bid Openings/Awards

There were no Bid Openings or Awards.

3. Public Comment

There was no Public Comment.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations/recognitions.

b. Regular Meetings: January 11, 2016

Vice Chair Clement had an amendment to page 3, changing “Belanger” to “Surman” in a Motion. He had another amendment to that page changing “1609” to “1699”.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve the minutes of the January 11, 2016 BOS meeting, as amended by Vice Chair Clement, and as submitted by Nicole Piper. Motion carried – all in favor.

c. Budget/Bond Hearings: January 19, 2016

Vice Chair Clement had an amendment to page 5, striking the word “not” out of the second paragraph.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve the minutes of the January 19, 2016 BOS Budget/Bond Hearings, as amended by Vice Chair Clement, and as submitted by Nicole Piper. Motion carried – all in favor.

d. Special Meeting: January 21, 2016

Vice Chair Clement had an amendment to page 2, adding the vote on a Motion to read "3-2 vote".

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to accept the minutes of the January 21, 2016 Special Meeting, as amended by Vice Chair Clement, and submitted by Russell Dean. Motion carried – all in favor.

5. Appointments

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to appoint Andrew Koff to the Conservation Commission as an alternate, with a term to expire April 30, 2017. Motion carried – all in favor.

6. Discussion/Action Items

a. New Business

i) Town Moderator Update: 2016 Elections

Paul Scafidi, Town Moderator, said they will be meeting for elections five times this year, so there is a lot going on. He showed a list of rules he will be following during the Deliberative Session, which is this Saturday, January 30. He let the voters know the protocol.

Andie Kohler, Town Clerk, said the filing period is now underway, and will end on January 29. She gave a list of multiple positions that will be ending this year, i.e. two BOS seats, a Swasey Parkway Trustee, and three Library Trustees. She reminded everyone that the Deliberative Session is this Saturday, January 30 at 9am at the High School. She said you will not be able to change parties at the Deliberative and there is still time to do an absentee vote. She urged voters to know what ballot they want. She said Tuesday, February 9 is Election Day from 7am-8pm at the Tuck Gym. Voters will need a photo ID. If you don't have an ID, you will need to fill out a CVA and get a picture taken. Chairwoman Gilman asked if a student ID will work. Ms. Kohler said it would. Mr. Scafidi said the student ID needs to be from NH only. Chairwoman Gilman asked who will be taking the photos. Mr. Scafidi said hopefully a BOS member will. Vice Chair Clement asked if an elected official can vouch for someone they know if they forgot their ID. Ms. Kohler said yes.

Mr. Scafidi said there will be a new traffic pattern at SST this year. He said they will be making it simpler to get in and out. There will be only one way in and one way out. There will be police there directing traffic. There will be spaces for handicapped. He showed a map of the area and explained the traffic pattern. He then showed a map of how the booths will be set up

in the Tuck Gym. There is an RSA that says voters must leave voting area after their vote is made. They will be opening the absentee ballots around 11am. Chairwoman Gilman asked what voters who are out of town on Election Day can do. Ms. Kohler said the voters have until the day before Election Day, at 5pm, to come in and fill out an absentee ballot.

ii) Downtown Sidewalks Project Update

Chairwoman Gilman said Jennifer Perry was present to give a recommendation for a contractor and a schedule.

Ms. Perry said they have been in conversations with Bell & Flynn to try to develop a cost for the project. They have given her a cost proposal. She said she is still working with them on the actual limits of the project, so she did not have a number to give the Board tonight. She wanted to make sure the Board was comfortable with Bell & Flynn as contractors. She put a memo in the packet which gives her reasons for recommending Bell & Flynn. She said B&F will be able to stick to the schedule which will start in the spring. They will be starting as early as possible, which will hopefully be the beginning of April. She said they are not allowing many days for bad weather. B&F is a local contractor, so they know the area well. She said DPW will be making special requests, and B&F will respect that. The DPW will make sure the cost is below the Warrant Article amount. Ms. Perry said B&F is the kind of contractor she knows she can work with.

Vice Chair Clement asked what the issued bond number is. Mr. Dean said it is \$580,000. Vice Chair Clement asked if they will know in the next couple of weeks what the full cost will be. Ms. Perry said yes, they will. Vice Chair Clement commented that it is nice that B&F are local. He said he has great confidence B&F can make needed adjustments for the good.

Selectwoman Surman asked if B&F is on notice of the brick sidewalks citizen's petition on this year's Warrant. Ms. Perry said she has not noticed them that that is pending. However, she said it would not delay the start of the project. She also thinks the project would still get done by June if they had to go with brick.

Selectman Chartrand thanked DPW for their work, and said he likes the compressed time period for this project.

Chairwoman Gilman asked about traffic disruptions. She asked Ms. Perry to come back and tell the Board what the traffic pattern will look like. Ms. Perry said they have already been looking at that extensively. She said she would come back with plans, and added that public participation is a huge part of this.

Motion: A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand that the town, by extension the DPW, work with Bell & Flynn to develop a full cost proposal for the downtown sidewalk project which includes sidewalks, curbing, drainage, tree wells, and other accessories. Motion carried –all in favor.

iii) Citizen's Petitions Articles

Chairwoman Gilman said she would next run through the topics of the Citizen's Petitions. The first is from Robert Eastman and is about drone usage. She read this Petition and asked the Board for any comments. No one had any comments about this Petition.

The second Citizen's Petition is from Dan Chartrand and deals with the starting of a Charter Commission in Exeter. She read the Petition and asked for any comments. Jim Leslie, Exeter resident, said that he was previously elected to the Amesbury City Council, and he is happy this Petition is in the Warrant. However, he was concerned with how the Petition was worded, and read his recommended change to the wording. Selectman Chartrand said he took language from the NH RSA and that is why it is worded as it is. He said his drive with the Petition was to establish a Charter Commission. Mr. Leslie said he is excited about how this is going to go forward. Selectman Chartrand said he wants to see Exeter adopt a Charter. Selectwoman Surman asked about an information packet for voters, so they fully understand what they are voting for. Chairwoman Gilman said they voter's information packet will be available at the Deliberative Session.

Chairwoman Gilman went on to read the next Citizen's Petition which is titled NH Resolution Big Money out of Politics. She asked for any comments, of which there were none.

The next Citizen's Petition Chairwoman Gilman read was on Elderly Exemptions. Selectman Chartrand said there is a generous Elderly Exemption in the area, therefore he was against this.

Chairwoman Gilman next read the Citizen's Petition on the downtown sidewalks submitted by Joan Sullivan. Selectman Chartrand said the Board took this up during the Public Hearing for the budget and that the vote was 2-0-2.

The next Citizen's Petition was on travel lanes. Chairwoman Gilman read it. John Moore, who brought this Petition forward, said he brought it because he is interested in the safety of bicyclists and pedestrians. He gave a description/history of the travel lanes in the area. He said the way the lines are now encourages speeders because they are so wide and doesn't allow enough room for bikers or joggers. He said the town did it right on 111A going out to Brentwood, as there is three feet of travel lane out there. Chairwoman Gilman said the town does have a project to widen shoulders on Kingston Road going from Westside Drive to

Pickpocket. Mr. Moore said this project would be revenue neutral, as the lines need to be replaced almost every year anyways. Chairwoman Gilman said there is legislation to adopt Complete Streets. Mr. Moore said this Citizen's Petition could be a start.

iv) St. Vincent DePaul Proposal: Welfare Administration

Chairwoman Gilman said they would next discuss the proposal from St. Vincent DePaul regarding Welfare Administration. She said SVDP has proposed to take over service, as the town's Welfare Administrator retired last year.

Vice Chair Clement recused himself from the discussion, as his wife is the Vice President of the Board of Directors.

SVDP is asking for \$49,000/year to take care of the Welfare Administration for the town.

Cleo Castonguay, President of the Board of Directors for SVDP, spoke about this proposal. He said SVDP has hundreds of people in dire straits. He talked about things happening in a person's life that leaves them homeless and needing a little help. SVDP is open three days a week after 8pm. Mr. Castonguay said they have 192 agreements with agencies. He said SVDP has someone to help with Medicare/Medicaid, an oral hygienist, a doctor, a nurse, a social worker, etc. He assured the SVDP would be able to provide the citizens what they need. He said this proposal is so SVDP can help people get back on their feet. He told the Board a couple stories of their work at SVDP.

Selectwoman Surman asked if SVDP worked closely with the town's prior Welfare Administrator. Mr. Castonguay said they talked on a daily basis and she was in their office 3-4 times a week. He said they worked together.

Chairwoman Gilman asked what the difference is between referring people to SVDP and just having SVDP as the Administrator. Mr. Castonguay said they just put on an addition at SVDP, which added four new offices. They are mostly all volunteers, and they need some professionals in there on a daily basis. SVDP costs \$4,867/week to operate. Last year they spent \$70,000 on direct assistance. He said they will fulfill the guidelines from the town and that they need someone there every day doing case management.

Selectman Chartrand said the town has relationships with other vendors, and asked what will happen to them. Mr. Castonguay said this new person would go in and collaborate so SVDP has all of the other agencies guidelines as well. He said everyone would work together.

Selectman Chartrand suggested the BOS have a work session with all the working organizations.

Vice Chair Clement spoke as a citizen, and said as a town, they are required to provide help to those in need. He said Mr. Castonguay's proposal is saying SVDP would become the town's Welfare Director under the town and state guidelines. SVDP would be a Welfare Director with a contract.

Selectwoman Surman said it is important to know this is a one-year term.

Chairwoman Gilman asked if the next action would be to have a work session.

Selectwoman Belanger said she would like to get a cost analysis of Sue Benoit's salary.

Chairwoman Gilman said they will have a work session and she would send out some dates for it.

b. Old Business

There was no Old Business.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 85, lot 91 in the amount of \$2,811.95. Motion carried – all in favor.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 70, lot 137 in the amount of \$500. Motion carried – all in favor.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 73, lot 148 in the amount of \$500. Motion carried – all in favor.

The following two abatements and Intent to Cut came in and are recommended by the Town Manager for approval.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 14, lot 76 in the amount of \$44.13, and waive the \$19.78 in accrued interest and costs. Motion carried- all in favor.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 14, lot 77 in the amount of \$56.06 and waive the \$8.57 in accrued interest and costs. Motion carried- all in favor.

Motion: A Motion was made by Selectwoman Belanger and seconded by Vice Chair Clement to approve an Intent to Cut for map 49, lot 8 in the Henderson Swasey Town Forest. 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 Beth Dupell for the Ring in the Seasons 2016 on 12/2/16 – 12/4/16. Motion carried – all in favor.

c. Town Manager’s Report

Mr. Dean spoke about the following for his Town Manager’s Report:

- The Deliberative Session will be Saturday, January 30 at 9am at the High School
- The Attorney General’s office has received the Water Purchase Agreement between Exeter and Stratham
- The town filed their annual report with EPA on the CSO Order and got good feedback
- Bill Shupe held a meet and greet at Rogan’s
- There is an “Economic Forecast” at the Exeter Inn on Wednesday at 8am
- There was another issue with the discharge of firearms at Rayne’s Farm and the police were called. Mr. Dean reminded everyone that there are no firearms allowed at Rayne’s Farm. He is thinking of putting together signage out there to that effect
- Last week he held an office meeting with tax exempt property owners and had a handful that came

d. Selectmen’s Committee Reports

Selectman Chartrand reported all BOS work.

Vice Chair Clement reported Healthy Lawns Clean Water met last week. Planning Board will meet this Thursday.

Selectwoman Belanger had no report.

Selectwoman Surman had no report.

Chairwoman Gilman reported HDC met and approved a sign for Travel & Nature.

e. Correspondence

The following correspondence were included in the packet:

- A letter from NHDES regarding Exeter Elms Campground Water System
- A letter from the NH Republican State Committee regarding a 91-A request. Mr. Dean said he did respond to this letter
- NH Municipal Bulletin

8. Review Board Calendar

The BOS will next meet on Saturday, January 30 for the Deliberative Session.

9. Non-Public Session

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to move into a non-public session under 91-A:3 II a & b at 9:06pm. Motion carried –all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary