

Final Minutes

Exeter Board of Selectmen

July 11, 2016

1. Call Meeting to Order

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

2. Bid Awards – Kingston Road Shoulder Widening Design

Mr. Dean said this is for a project that was approved in March 2015. It is covered 80% by the State. DPW went through the RFQ process on this and recommend CMA be awarded the bid for \$107,292. This has been vetted by the State. Selectman Clement said his packet does not include all the information needed to give a frame of reference. Mr. Dean said this is a \$750,000 project.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger that the BOS award the bid for the Kingston Road Shoulder Widening Project design and engineering to CMA Engineers for \$107,292. Motion carried – all in favor.

3. Surplus: Fire Utility Vehicle

Mr. Dean the bidder did not bid on this so they are on to the next plan. He said there was nothing to report on this tonight.

4. Public Comment

Gerry Hamel spoke on the 4-acre parcel of land that abuts Public Works. It has been proposed to buy this land and Mr. Hamel informed the Board that this was the site of a greenhouse at one time. He said it might be a great deal, but said the town should test the land before buying it.

Brian Griset said in the packet there are emails from himself to the town. He said there is also a memo from the Town Manager regarding 91-A. He said he thought the whole Selectboard should be concerned about the public's Right to Know Law. He said he requested documents on June 6 and still didn't receive them by June 18. He said his verbal requests were ignored so he submitted written requests and got no reply. He requested all documents

about who authorized the purchase of the decorative lighting and what money was used for it. He said on June 20 the Town Manager contacted the Finance Department, and said this was well beyond the 5-day statutory requirement. He said it appeared Mr. Dean authorized the purchase of the light. He said he is still waiting for answers on where the money came from. Selectman Clement said in the last group of emails Mr. Griset asked for more information, and that the Board has not complied with this request. He said they need to meet the requirements and fulfill his request. Vice Chair Gilman said she is concerned with the 5-day response time and said they need to fulfill this. Chair Chartrand said he believed that just because the requester didn't find what he was looking for, doesn't mean his request has not been fulfilled. He said they will look into Mr. Griset's request again.

Don Woodward spoke, saying the Kingston Road Shoulder Widening Project needs to run through the State. He talked about the grant that the town needs to apply for and said this may take a while. Selectman Clement said funding on this will be taken up Wednesday night at the RPC meeting which is a 7:00pm at the Portsmouth Library.

5. Minutes and Proclamations

a. Proclamations/Recognitions.

None.

b. Minutes: Regular Meeting: June 20, 2016

Selectwoman Belanger had an amendment to add that she was present at this meeting.

Vice Chair Gilman had an amendment to change "rand" to "rank" on page 8.

Selectman Clement had an amendment on page 2 to change Selectwoman Belanger from "recused" to "abstained" in a Motion. He made the same amendment on page 3. He made an amendment on page 6 changing "Watershed Plan" to "Stormwater Management Regulations". He had an amendment on page 10 changing "it" to "the light" and to delete the sentence beginning with "If anything got coded to the warrant article...". His last amendment was to page 10, changing "Housing Authority" to "Housing Committee".

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve the minutes of the June 20, 2016 BOS meeting, as amended by herself, Vice Chair Gilman and Selectman Clement, and as submitted by Nicole Piper. Motion carried – all in favor.

c. Minutes: Special Meeting: June 27, 2016

Motion: A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve the minutes of the June 27, 2016 Special Meeting, as submitted by the Town Manager Russell Dean. Motion carried – 4-0-1 vote. Selectwoman Surman abstained.

Selectman Clement said the minutes regarding the June 6 meeting where Vice Chair Gilman rescinded a Motion on abatement, that there was a lot of information missing. He also said they still don't have the minutes of the May 24 meeting.

6. Appointments

There were no appointments.

7. Discussion/Action Items

a. New Business

i) Great Bay Kids re: 64 Epping Road property

Joe Lessard, Assessor from MRI Resources, Inc., said Great Bay Kids has applied to be tax exempt and their application is under review. He said about 12 organizations apply each year for MRI to review and make recommendations to the BOS. He said he has a lot of information from Great Bay Kids, and most of it has been looked through.

Selectwoman Surman asked if Great Bay gets a tax bill now. Mr. Lessard said they do. Selectwoman Surman asked if they are applying for exemption now because they are a new business in Exeter. Mr. Lessard said yes, and added it has not yet been determined if they are exempt.

Mr. Dean recused himself from the discussion because his children attend Great Bay Kids.

Caitlin Dennis, Executive Director of Great Bay, said they were told that by June 30 they would have a decision by the Board. She said their tax bill was due then and they still don't have a decision. Mr. Lessard said he wasn't aware of the June 30 deadline and said there was no way that could have happened.

Chair Chartrand asked if they would still be charged interest and penalties since this the application is still under review. Mr. Lessard said that is the decision of the Board. He said the final decision of whether or not they will be exempt is the decision of the Board as well.

Ms. Dennis said they applied for exemption last year. She said they didn't receive a formal response so they had to come up with the money to pay the tax bill.

Ms. Dennis went into some history of Great Bay Kids, saying it originated in 1967 in Newmarket, then opened in Exeter in 1975 when they leased from the school. There are 600 kids in the agency and 135 employees. They have a 49 year history of providing childcare. Over 85% of their families in the Exeter site are from Exeter. Great Bay Kids is a 501-c non-profit organization. She went on to highlight some information about a child's learning from age birth to 5. She said their 49 teachers are all licensed employees with college degrees. They provide the curriculum and planning. She talked about the teacher's credentials and how the school's goals fulfill NH's state requirements for teaching kindergarten. Great Bay Kids is not a large non-profit; they have a tight margin and low, modest salaries. She said if the exemption is denied it could affect this drastically.

Selectwoman Belanger asked if the planned curriculum is overseen by the State. Ms. Dennis said their minimum requirement is to be licensed. She said Great Bay Kids is a step above that because they are licensed plus. They use Create A Curriculum. Teachers are required to plan weekly, very much like a public school. There are parent/teacher conferences for all ages.

Selectwoman Surman asked what kind of a non-profit they are. Ms. Dennis said they are listed as an educational institute, which would qualify them to be exempt.

Selectman Clement said he hasn't seen any of the information Ms. Dennis provided, and asked where it was. Ms. Dennis said she gave it to Mr. Dean, and it is not with the Assessor.

Vice Chair Gilman said she appreciates all the information Ms. Dennis provided, and said the Board is at a point where they need to hear from the Assessor.

Chair Chartrand asked when MRI was hired by the town. Mr. Dean said he believed in 2014. Chair Chartrand said they have been impressed by MRI as they have been very thorough. He said Exeter has a huge non-profit community and they need to be careful as a municipality.

At this point, Chair Chartrand asked the public for any input.

Rob Harborson, volunteer Board Chair for Great Bay Kids, spoke first. He said he works in Portsmouth at Market Square Architects. He said their goal as a Board for Great Bay Kids is to direct every dollar to the purpose of the agency. They, as a Board, think there is a significant difference between a daycare and an educational institute. The quality of education is a huge driver for young residents in Exeter. He said if the schools are good then people will want to live in the community.

Tim Reed spoke, saying he just moved to Exeter from Washington DC. He said he works for Teaching Strategies, who writes and publishes the curriculum for Great Bay Kids. The idea behind the curriculum is research based guidance for teachers. He went on to say that every week Great Bay Kids posts a planning forum. They understand where each child is. He said early childhood education is critical for a child's success.

Salyssa Hoyt, Exeter Director of Growing Places, spoke next. She said Growing Places just went through the process in Lee for property tax exemption. The Assessor in Lee made the recommendation to their BOS and Town Manager that they research Growing Places, so they hired an attorney to do that. She said they run their program similar to Great Bay Kids. In Lee, they realized their property tax exemption was being questioned after 10 years. The law firm examined all documents and then made the recommendation to the BOS in Lee that Growing Places is 100% eligible for tax exemption. She said she was there to encourage the Board that Great Bay Kids is eligible.

Patrick Gordon, Chair of the Exeter HDC, spoke to the Board as a dad. He said his family makes an average income and the fees at the Great Bay Kids work him. He said he landed in Exeter because of the education. He has a high school graduate and a baby and says he notices a huge difference with family members of his who put their children in early education. He said Great Bay Kids will bring younger families to Exeter and asked the Board to find them eligible for tax exemption.

Erin Getchman, parent from Great Bay Kids, said she is very impressed with all the teachers there. She said there is a lot of education going on and they are providing additional value and thought.

Anne Flarity, parent from Great Bay Kids, said they have clear learning goals for each child. She said they have assessments twice a year. She added that Great Bay Kids is not just childcare, they are educational.

Erin Steckler, parent from Great Bay Kids, said it is crazy they're even debating whether Great Bay Kids is an educational institute. She said they need to support them in their community.

Shawn Hartnett, parent from GBK, supports this, as he moved to Exeter for the education of his children.

Gerry Hamel spoke, saying GBK is a great school. He asked if Great Bay is the physical owner of the property. Ms. Dennis said yes, they are the owners.

Meg Bateman, parent from GBK, spoke in support of them. She said GBK prepares the children for public school and that when a child attended GBK, teachers can notice it.

Irene Chance, parent from GBK, said they came to Exeter for the education 14 years ago. She said infant care in Exeter was impossible when she came, so she had to go outside Exeter for childcare. She said children learn life skills and social skills at GBK.

Brittany, an employee at GBK, said she started working there in November. She said it is an awesome job for her as she went to school for elementary education. She said GBK is not a public school system, but it feels like one. She feels very involved.

Vice Chair Gilman asked about GBK's tax payment in Newmarket. Ms. Dennis said they were listed as a charitable organization in Newmarket, which was incorrect. She said they are not listed correctly.

Ms. Dennis went on to say when they were leasing from the school, they only accepted ages 2-5 because that was all they had room for. She said within a week of being open, their center was full.

Vice Chair Clement asked about the 100% eligibility, and if they are found to not be 100% eligible. Mr. Lessard said there are provisions for a partial exemption. He added that he was pleased to see all this information come in from Ms. Dennis as it was exactly what they were looking for. He said they also provide assessing services to Newmarket and they were determined exempt with PILOT (payment in lieu of taxes). He said at MRI they are thorough because exemption doesn't make taxes go away. He said they are thorough because people who deserve exemption get one and vice versa.

Chair Chartrand said the assessor will look over all this then make a decision to the BOS where they will then vote on it.

ii) Northside Carting re: Trash Collection

Mr. Dean said the issue they have been having of trash collection complaints has increased.

Jay Perkins said they have had over 50 complaints per month. Their contract with Northside Carting expires May 2017. He wants their service to improve.

Mark George, from Northside Carting, said a couple of things have spurred the increase in complaints. One was it was just yard waste week. Also, they have had multiple equipment failures that they could not predict. He said they always get out there the next morning and clean up. He is aware of the uptick in complaint calls though.

Selectwoman Surman said she has noticed that consistently some areas do not get picked up until the next morning. Mr. George said unfortunately more issues have been happening on Thursday afternoons.

Selectwoman Belanger asked how these breakdowns have been being communicated. Mr. George said he sends an email to the town. Selectwoman Belanger asked about a way to warn the residents. Mr. George said there is no way.

Selectman Clement said the majority of the complaints are about trash/recycling being missed. He asked how many trucks are operating. Mr. George said there is one trash truck and one recycling truck for Exeter. Selectman Clement asked what happens when those break down. Mr. George said they are located 30 minutes away and there are always 10 spare trucks on the lot. He said they sometimes swap guys around from routes and their goal is always to finish the route. Selectman Clement asked what time they start the route. Mr. George said between 7 and 8 am.

Mr. Dean said one complaint is that residents see the same truck dumping trash and recycling. Mr. George said they do not mix trash and recycling for a lot of environmental reasons. Mr. Dean asked where they take the recycling. Mr. George said it goes to Bellrica, MA. Selectman Clement said he hopes this improves.

Art Belageron, Exeter resident, had a problem with recycling pick up. He said his bins get thrown everywhere.

Regarding communication, Mr. Perkins said Mr. George needs to be less sporadic. He said service needs to change. He said communication needs to improve, and containers need to be serviced on time. He said there have also been a lot of complaints from the Rec Park. There needs to be better placement of bins.

Mr. George said they are doing their best to keep bins where they were found.

Mr. Dean asked how many times they have broken down in the last three months. Mr. George said approximately six times. Mr. Dean asked what the procedure is when that happens. Mr. George answered that they send a backup truck. Mr. Dean asked how quickly this happens. Mr. George said it depends on the scenario, but added that if a breakdown happens at 4pm at night, depending on how severe the issue, it is safer to send guys to finish a route the next morning and not at night time.

b. Old Business

i) Town Ordinance Amendment – Chapter 704 3rd reading

Chair Chartrand said this is the third reading to add Rayne's Farm Conservation Area to the ordinance 704.3 c.

Selectwoman Belanger read 704.3 c.

Chair Chartrand asked for any comments from the public, of which there was none.

Motion: A Motion was made by Selectman Clement and seconded by Vice Chair Gilman to adopt the ordinance change to Town Ordinance 704.3 Discharge of Firearms on Town Property to include under C. "Rayne's Farm Conservation Area". Motion carried – all in favor.

Mr. Dean asked if the effective date was immediately. Chair Chartrand said yes.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve abatement for map 71, lot 12, unit 2 in the amount of \$727.89. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve abatement for map 86, lot 4, unit 3 in the amount of \$3,925.50. Selectwoman Belanger and Vice Chair Gilman withdrew their Motion and second.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to table abatements for the following map/lot/units: 86/4/3, 86/4/2, 86/4/1, 86/4/8, and 86/4/5. Motion carried – all in favor.

Selectman Clement said he had a lot of questions on these five abatements, as two of them are recommended for denial. Vice Chair Gilman said one of these abatements is quite substantial and so they should be tabled until they're further clarified. Mr. Dean said the folder with the information on them was at the meeting. Selectman Clement said he reviewed the information and that prompted more questions.

b. Permits & Approvals

Mr. Dean said there is an Amendment to Bond Anticipation Notes and Related Documents in the packet. He said this is for the Wastewater facility and he just needed signatures of the Board. He reminded the Board that they had already approve the 1.39% interest rate.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve an Application for Use of Town Facility for Milton Martin, Jr. to have Seacoast Idol auditions on April 22, 2017 from 8am to 4pm. Motion carried – all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to approve an Application for Use of Town Facility for Milton Martin, Jr. to have the Seacoast Idol event on May 7, 2017 all day. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean talked about the following:

- downtown paving is 99% complete, they are now doing touch up work by hand
- line striping will begin soon and a lot of it will be done at night
- dam removal continues to move along. He visited with the contractor on site. The draw down is complete
- they are in the midst of working on a ceremony for dam removal at some point. He said all ideas are welcome. Selectman Clement said he talked to the contractor and the area next to the library for a ceremony wouldn't interfere with his work. He said Barbara McCoolis will add to the ceremony.
- Public Works and Fire contracts have been signed
- String Bridge work will begin July 11. The bridge will be closed but access to Kimball Island will still be available
- He received 4 RFQ responses for the Master Plan update
- CIP work continues
- There are a number of volunteers helping with the painting of fire hydrants
- Sonja Robicho was sworn in to the Police Department so they are now at full staffing
- Both the Groundwater and Surface Water Plants are currently operating and performing well
- The town got the new ambulance today
- The BRC Chair has reached out to Ms. Riffle about a preliminary meeting
- 3 Sanborn Street follow-up continues

- He is trying to work out an issue with Fairpoint and Unitil, as they are claiming the town is not using space properly on utility lines

- The Brass Band is outside performing
- Swasey Parkway is having a concert on Thursday
- The Independence Festival is this weekend
- River clean-up will be Saturday

Selectman Clement said there is a severe drought. He said they are still doing ok, but said the DPW can declare water restrictions. He wondered if they should be looking into that. Mr. Dean said they have had those conversations internally. He said he thinks that if DPW is concerned, they will reach out. He said he could have DPW come and talk about this.

d. Selectmen's Committee Reports

Selectwoman Belanger said the Housing Committee meeting was postponed to this Friday. She also reported that Water/Sewer Advisory Committee meeting is being pushed back until next Wednesday.

Selectman Clement reported a public meeting on the dam removal. He said the consultant and DPW were there and it was a big turnout. The scope of the project was laid out well. He also reported that two weeks ago he attended an Exeter Squamscott Advisory Committee meeting where they reviewed a culvert replacement. Planning Board meets this Thursday and RPC meets on Wednesday.

Selectwoman Surman reported that Conservation Commission meets tomorrow. They are going to talk more about the river cleanup.

Vice Chair Gilman reported a Master Plan meeting on the 20th. She said the revisions to the HDC guidelines are going forward nicely. Heritage Commission talked about a demo review at 45 Main Street. The American Independence Festival is Saturday from 10-4. She attended a Complete Streets event. She said there were speakers from various organizations who spoke about healthy living and such. She said Complete Streets is not just a concept, but an action taken to consider pedestrians in street design. She said there were several suggestions where they could find funds.

Chair Chartrand forwent his report.

e. Correspondence

The following correspondence were included in the packet:

- emails from Brian Griset regarding 91-A
- emails from Enna and Matthew Grazier re: replacement yield sign
- email from Selectwoman Surman saying she will not be attending a special meeting
- RSA 91-A emails
- email about a Survey Monkey for the Master Plan
- email from Laura Zogopoulos re: Water/Sewer financial reports
- email from Jen Mates re: updates of town construction projects
- email about Complete Streets
- Brian Griset 91-A emails
- memo from Mr. Dean re: Right to Know requests
- letter from the YMCA
- various Committee agendas and public notices
- NHMA memo

Going back to the July 6 email regarding 91-A, Selectman Clement asked where his email is from July 2. Selectwoman Belanger said she would look into it.

9. Review Board Calendar

The BOS will do Mr. Dean's evaluation next Monday. The BOS will meet again on July 25, 2016.

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:46pm. Motion carried- all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

