

Final Minutes

Exeter Board of Selectmen

March 14, 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, and Selectwoman Nancy Belanger. Town Manager Russell Dean was also present. Selectwoman Anne Surman was absent.

2. Swearing In of Town Officials

Andie Kohler, Town Clerk, swore in the following elected officials: Yvonne Zinicola- Supervisor of the Checklist, Susan Gorman- Supervisor of the Checklist, Don Clement- Board of Selectmen, Julie Gilman- Board of Selectmen, Bob Kelly- Budget Recommendations Committee, Frank Ferraro- Budget Recommendations Committee, and Anthony Zwaan- Budget Recommendations Committee.

3. Public Comment

Vice Chair Clement spoke about how Exeter has suffered a sad loss with the passing of Pete Richardson. He spoke of Mr. Richardson's involvement in the town and gave condolences to his family on their loss.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations/recognitions.

There were no Minutes to approve.

5. Appointments

There were no appointments.

6. Discussion/Action Items

a. New Business

i) Review Election Results

Chairwoman Gilman went through the Warrant Articles and pointed out which ones were approved or denied. She said in terms of the school, the all-day kindergarten passed, but putting money in the capital reserves fund for the Middle School failed.

ii) MS232 Certificate of Appropriations

Mr. Dean said the Finance Director did make a couple changes to the Report of Appropriations today. The Board members present signed the Report.

iii) Conservation Easement: 80 Epping Road

Vice Chair Clement spoke from a Planning Board perspective, saying when this project went forward a density bonus was needed. He said the project did meet the requirements which allowed a portion of the land to go into conservation.

Selectwoman Belanger said she talked to Kristen Murphy today and she compared the new draft with her notes. Ms. Murphy felt confident all concerns with the easement had been addressed and the Conservation Committee does support signing this easement.

Vice Chair Clement asked if this has been reviewed by town counsel. Mr. Dean said yes, it has.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger that the BOS accept a Conservation Easement on 6.5 acres at the 80 Epping Road development at tax map parcel 55-3. Motion carried – all in favor.

iv) Facilities Committee Draft Charge

Chairwoman Gilman said she put together an Advisory Committee description, which is included in the packet. She said herself and Mr. Dean passed this on to Don Briseldon and the Facilities Manager at Phillips Exeter Academy. She said they will be going back through this to make any changes needed.

Vice Chair Clement suggested adding something in the description saying the Committee will report back to the Board which would include written reports. He also recommended including language to establish prioritization of which facilities should be addressed first. Chairwoman Gilman said she included that in the purpose. She said she would send out Mr. Briseldon's response to the description.

v) Water/Sewer Rate Study

Jennifer Perry talked about the Rate Study that she has been working with the Water/Sewer Advisory Committee and the Town Manager to get underway. She said the Wastewater Treatment Facility design is 30% complete and should be completed by the end of the year. Then it will go out to bid and construction will take place in 2017 and 2018. She said there will be an increase to the sewer rates. However, she said this isn't the only reason for the Study. It is also for other projects going on in town. The company that will conduct the Study is Management and Financial Service Group, Inc. She said they anticipate using reserves to pay for this; half out of the water reserves and half out of the sewer reserves. It will be a charge of just under \$25,000 to each enterprise fund account. She is eager to get this going. Chairwoman Gilman said this is a lengthy proposal. Selectman Chartrand asked who is to sign this contract. Mr. Dean suggested the Board vote to authorize him to sign.

Vice Chair Clement asked if this contract has been vetted by the Water/Sewer Advisory Committee. Bob Kelly, Chair of the Water/Sewer Advisory Committee, said the Committee has authorized himself and John Gilbert to work with Ms. Perry on the proposal team. The two of them then report back to the Committee. The Committee didn't vote or take a stand, but felt comfortable with the updates given by Mr. Kelly and Mr. Gilbert.

Ms. Perry said the representatives from Management and Financial Service Group has been very accommodating and easy to work with. She said many departments will be affected by this, so it is important to get all correspondence out early on.

Chairwoman Gilman said it has been mentioned that there will be two public Town Hall meetings. Ms. Perry said yes, they will be public, and she anticipates more than two meetings.

Vice Chair Clement said he is glad to see a schedule and asked that the schedule be translated into actual dates. Ms. Perry said she will ask MFSG to do that.

Motion: A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to authorize Mr. Dean, Town Manager, to sign the contract between the Town of Exeter and Management and Financial Services Group, LLC for a long-term financial plan and rate study for the water and wastewater system. Motion carried – all in favor.

Motion: A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to authorize the use of reserves in both the water and wastewater fund for the purpose of paying for this study. **Amendment:** Selectman Chartrand amended his Motion and Selectwoman Belanger to include the amount of up to \$24,735 from the water fund and up to \$24,735 from the sewer fund. Motion and Amendment carried – all in favor.

Vice Chair asked Ms. Perry if she wanted to update on the downtown sidewalk project. Ms. Perry said there is a public meeting planned for Tuesday, March 22 at 6:30pm in the Nowak Room. She said they will get more information out on that meeting. She said their intention is to start the sidewalks on Monday, April 4. Some preliminary work has already been started.

b. Old Business

There was no Old Business.

6. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

There were no tax, water/sewer abatements or exemptions.

b. Permits & Approvals

Mr. Dean left a Notice to Quit for 18 Garrison Lane for the Board to sign.

c. Town Manager's Report

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

- A couple of people have asked him about the Easter Egg Hunt. He said it will be on Friday, March 25 at 4:30pm at Swasey Parkway
- He has been doing a lot of work on the Warrant Articles
- In regards to the erosion issue at Swasey Parkway, he said he did follow-up and Ms. Perry went out to take a look at it
- He received an email from a resident regarding an issue with people feeding animals down at Swasey Parkway. He is looking into that
- Regarding the Intent to Cut Ordinance, he has alerted the new Town Planner to all of that. He has offered to help out with historical grants
- The water vote was defeated in Stratham. He has not reached out to them yet

d. Selectmen's Committee Reports

Selectman Chartrand had no meetings to report on.

Vice Chair Clement reported a Planning Board meeting last week where they approved a minor subdivision and reviewed plans for the relocation of the tennis courts and building plan of the Field House at PEA.

Selectwoman Belanger had no meetings to report on.

Chairwoman Gilman reported a Heritage Commission meeting where they talked about interpretive panels in the library. The next meeting will be the second Wednesday in April at the Historical Society.

e. Correspondence

The following correspondence were included in the packet:

- A Notice from the Planning Board for their next meeting
- Legislative Bulletin
- NHMA Workshops

8. Review Board Calendar

The BOS will next meet on March 28 at 7pm where the Board will reconfigure officials.

9. Non-Public Session

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to go into a non-public session under RSA 91-A:3 II (b) at 7:47pm. The Clerk called the role. Selectman Clement answered aye, Selectman Chartrand answered aye, Selectwoman Surman answered aye, and Selectwoman Gilman answered aye. Motion carried –all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary