

Final Minutes

Exeter Board of Selectmen

May 9, 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 Selectman Don Clement, Selectwoman Nancy Belanger, and Selectwoman Anne Surman. Town Manager Russell Dean was also present. Vice Chair Julie Gilman was absent.

2. Board Interviews – Heritage Commission

The Board had conducted interviews for David O’hearn for the Exeter Squamscott Commission and Maura Fay for the Heritage Commission.

3. Bid Openings – Line Marking

Chair Chartrand said this would be postponed as the DPW asked for another two weeks. He also said item II. 2016 Citizen’s Petition Article – Travel Lanes Update will be postponed as well.

4. Public Comment

Peg Oronian, of Washington Street, said her street had a water main break again. She said there have been four or five breaks within the last year. She said there is a mix of people on the street including older folks and families with children. She said she could imagine it is expensive for DPW to deal with this and asked if there is any plan for a new water line. Mr. Dean said the Asset Management Plan was completed last year and the town is getting into water/sewer line replacement. He said there will be more conversations about it as the CIP rolls forward. Mr. Dean stated it would cost between \$400,000 and \$600,000 to do the entire Washington Street water line. Selectman Clement said he felt for Ms. Oronian and said it is difficult to deal with older infrastructure. Ms. Oronian said DPW has been great when this happens.

5. Minutes and Proclamations

a. Proclamations/Recognitions.

Andie Kohler, Town Clerk, said they would be drawing the 1st, 2nd, and 3rd places for the Top Dog Contest winners. She said this contest was created last year to get people excited to

register their dogs. On September 15 she took the contest one step further. She contacted the principal at the Main Street School and asked him if his kindergarten team would have a mock election for the Top Dog. The shape of the dog tags (dog bone) this year was chosen by those kindergarteners. Ms. Kohler said she would notify the winners of the contest and award a prize package at the next BOS meeting. Selectwoman Surman asked how the registration went in general. Ms. Kohler said the numbers this year are extremely better and there are only 456 dogs that still need to be registered.

Selectman Clement asked how the NH Fishing/Hunting licenses are going. Ms. Kohler said they started those licenses in April and it is going well. She said next year will be even more promising.

Selectwoman Belanger thanked Ms. Kohler for her great ideas. Ms. Kohler said she hopes next year she can get more kids involved in the voting.

b. Minutes: April 25, 2016

A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to accept the minutes of the April 25, 2016 BOS minutes, as submitted. Motion carried – all in favor.

6. Appointments

A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to appoint Lang Plumer as a full member to the Planning Board with a term to expire April 30, 2019. Motion carried- all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to appoint Curtis Bolvin as a full member to the Historic District Commission with a term to expire April 30, 2019. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to appoint Todd Piskovitz as an alternate member to the Conservation Commission with a term to expire April 30, 2018. Motion carried – all in favor.

7. Discussion/Action Items

a. New Business

i) David Canada, Stratham Selectman re: Water/Sewer

Chair Chartrand introduced David Canada, Chair of the Stratham Board of Selectmen, and thanked him for coming.

Mr. Canada said he was here to request to further the relationship between the two towns in terms of water to Stratham. He said a few concerns were brought up to him and the Stratham BOS is working to provide answers to those concerns. He said the biggest objection to any bond is cost. He explained how MTBE was included in gas to reduce smog which threatened the State water supply so the State sued and now have hundreds of millions of dollars to work with. He said the State has committed \$468,000 to fund a water supply from Exeter to Stratham at the Gibb station. He said that station is gone and the area is now contaminated so a decision needs to be made on how to clean it up.

Mr. Canada said he was present to ask that Exeter allow this site to hook into Exeter's water system. He explained why it will not affect the contract between Exeter and Stratham that currently exists, the buy-in fee, or the usage limits. He said it would just be another customer to Exeter. He said it would not be much impact to Exeter but would be a huge impact to Stratham.

Selectman Clement asked Mr. Canada to talk about the \$468,000 and explain what it is for. Mr. Canada handed the Board a letter from DES regarding that. Selectman Clement asked if some of that money is for the remediation of the site. Mr. Canada said no, it is strictly to connect into a good source of water.

Selectwoman Surman asked if the new business that is going on the site has to make sure they have a temporary or permanent arrangement for water. Mr. Canada said the bank going in there will want this to be a permanent arrangement. Selectwoman Surman asked if the bank purchased the site without knowing the water situation. Mr. Canada said the bank purchased it knowing that the State has to find them water.

Bob Kelly, Chair of the Water/Sewer Advisory Committee, said to Selectman Clement's comments, the State does awards based on a risk assessment. Regarding Mr. Canada's request, Mr. Kelly said the Water/Sewer Committee would not have an issue with this arrangement, provided there is wording that limits that this development is the only development that gets tied into Exeter's water. He added that this is better for the environment. He said he would put this on his agenda for Wednesday. He said it would be worthwhile to see exactly how the State came up with the \$468,000. Mr. Canada said the number came from Weston & Sampson, he believed, but said he can provide information of that.

Selectwoman Surman asked if Stratham voters voted down the notion of a water agreement with Exeter. Mr. Canada said they had questions and concerns. He said he didn't expect the opposition they got. He said he is not too discouraged by the vote and will be starting an intense educational program about this. He is hoping for a different vote in 2017.

Selectman Clement said he could not support this proposal. He said it would be a disservice to Exeter residents. He said he only sees this as a benefit to Stratham. Mr. Canada said it would also benefit Exeter by promoting a partnership.

Chair Chartrand said he appreciated Mr. Canada coming in tonight. Mr. Canada said he hoped the BOS considered this proposal. Chair Chartrand said it would be good to have Vice Chair Gilman present next time this comes up.

ii) 2016 Citizen's Petition Article – Travel Lanes Update

Chair Chartrand said they would skip over this and put it on the next agenda.

iii) Quarterly Financial Report

Chair Chartrand asked Mr. Dean for any input on the quarterly financial report. Mr. Dean said he did look it over and had no input at this time.

Doreen Ravell, Finance Director, said this is a comprehensive report that compares finances ending 3/31/16 versus 3/31/15. She said the first quarter is always tough and revenues are usually at their lowest. Revenues are totally at \$.998 million versus \$1.15 million prior year. They have decreased because last year the town had a HealthTrust refund but does not anticipate one this year. Permits and fees are slower than last year, but she thinks the town will be seeing more. Mr. Dean said he talked to Doug Eastman and they have not allocated the permit fee yet with PEA regarding the Art Center, so that will be coming in. Mr. Ravell said they have also not seen tax revenues yet, so it is sort of a slow quarter.

Ms. Ravell said expenses are down over prior year.

In Finance, there are decreases due to consulting expenditures.

There are also decreases in Planning Department because the Planning Director was not hired until the end of the first quarter.

Police has decreased because there is a vacancy.

Fire Department sees an increase of \$17,000 due to suppression overtime and more call volume this year.

The Public Works budget has decreased because the department saved on snow/ice removal costs with the mild winter. They are also seeing lower electric and gas rates on the street lights account.

Ms. Ravell said the general fund net deficit has decreased by \$149,000 over prior year.

Selectman Clement asked in regards to utilities, if the town has long terms contracts and wondered when they expire. Mr. Dean said they run through 2017. Selectman Clement asked if the savings seen in the first quarter will continue. Mr. Dean said they should.

Ms. Ravell moved on to the water fund budget. She said revenues have increased by \$17,800 over prior year from a slight increase in consumption.

Expenditures have decreased by \$47,000. Administrative expenses in this category have decreased by \$4,500 due to a drop in legal expenses.

Water distribution expenses have decreased by \$32,000 due partially to a decrease in overtime and road repair.

Water treatment expenses have decreased by \$6,000 due partially to less chemicals and lab testing.

Ms. Ravell said there has been a \$10,000 decrease in water debt service.

Mr. Dean said in regards to water treatment, said the reason the natural gas line is up is because of the new groundwater treatment plant being online causing an overall increase in volume. Selectman Clement asked if some of the expenses for operating the groundwater treatment plant should be less because it was supposed to be more efficient. Mr. Dean said yes, and that as the stadium well gets up and running full time, they can do that analysis.

Ms. Ravell moved on to the sewer fund. She said revenues have decreased slightly because of less sewer usage charges.

Sewer expenses have increased by \$9,500.

Collection expenses have decreased by \$16,000 because of a decrease in overtime wages.

Debt service has decreased by \$7,200 and net income has decreased by \$12,700.

Selectman Clement said sewer treatment expenses have increased by \$37,000 mostly due to the outfall dredging and asked if that is a one-time expense. Mr. Dean said they do that dredging every other year.

Ms. Ravell moved to the revolving funds. She first talked about the EMS revolving fund and said there is an increase in revenues because they changed billing companies. In expenses, there is a \$21,000 increase because of wages and tax benefits. General expenses have decreased by \$17,000 because they paid off an ambulance lease.

In the Cable TV revolving fund, wages have decreased because a part-time employee is no longer with the department. General expenses have increased by \$10,000 and the net deficit has an increase of \$4,700 for this fund.

In the recreation revolving fund, revenues have increased due to expansions in the team programs and increased fees for camps. Wages and benefits have increased by \$600. The net income for this fund has increased by \$36,800.

Selectwoman Surman thanked Ms. Ravell for adding a line for sponsorships.

Selectman Clement asked if the employee that left from the Cable TV fund is going to be replaced. Ms. Ravell said that person has been replaced, but the wages went down and the new employee has fewer hours.

Bob Kelly said the Budget Rec Committee had a long discussion on utilities, and asked if the rates being paid for electrical gas usage are the same in FY16 as they were in FY15. Mr. Dean said they have newer rates that are lower. Mr. Kelly said during the coming budget season, they should have a better story on utilities. Chair Chartrand asked when that is typically negotiated. Mr. Dean said usually in late Fall. Mr. Kelly said the Budget Rec Committee thought this was a place where they could lower the budget.

iv) Epping Road Water Tank Service Contract Proposal - USG

Mr. Dean said this has been brought forward by DPW. He said last year there was lots of discussion during the budget season about a maintenance contract for the Epping Road water tank. The water budget did include money for this for year one. The contract is a 10 year contract. The first several years will be \$116,000 per year (from 2016-2022) and then drops to \$64,789 for the following three years. Mr. Dean said USG has been working on the Fuller Lane tank and has done a good job.

Mike Jeffers, from DPW, said they are calling this contract asset management. He said the company will be 100% responsible for the tank if the paint peels or anything of the such happens the company will fix it at no charge. The company will paint over the existing primer, which is much less expensive and less labor intensive. Mr. Jeffers said the town will still have ownership of the tank, but because there is a fixed fee with the company, they will be the sole source to take care of the tank. He said there are no real competitors here and this company is highly recommended. The original proposal was somewhat higher than expected, but they came back with a lower cost.

Selectwoman Belanger asked if there would be any run-off problem when they paint. Mr. Jeffers said no there won't because when the Hampton Road tank had the run-off problem

the company had gone right down to bare metal before painting, and this paint job won't need the media blasting and streams washing away. There will be a much less aggressive preparation. Also, this work is included in the budget.

Selectman Clement said the USG presentation was impressive. It showed that over a long time this was a much better financial investment to maintain the tank. He reminded that if they lock in, they will need to budget for this every year. Mr. Jeffers agreed, saying they would for the next seven years.

Mr. Dean said the Motion here should be that the Board approve the contract for the Epping Road water tank with Utilities Service Group in the amount of \$116,723 and authorize the Town Manager to sign on behalf of the town.

Selectman Clement suggested the Motion say that the BOS approve the maintenance contract for the Epping Road water tank with USG in the amount of \$116,723, per year, for the first seven year, then change to \$64,789 for years 8 through 10.

Mr. Kelly reminded the Board that this contract is annual and they can opt out any year. Mr. Dean said yes, this is a multi-year contract with an opt out clause with 90 days' notice.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectman Clement that the BOS accept the Water Tank Maintenance Agreement contract with Utilities Service Group for the Epping Road water tank for a period of seven years with an annual fee of \$116,723 and authorize the Town Manager to sign said contract. Selectwoman Belanger further amended her Motion, and Selectman Clement amended his second, to include that for year eight of the contract the annual fee shall be \$64,789. Motion carried – all in favor.

v) Memorial Day Parade Update

Chair Chartrand said Vice Chair Gilman was going to report on this. He said an ad hawk committee has been formed to work on the Memorial Day parade. He gave thanks to those involved with the committee. Vice Chair Gilman had asked Chair Chartrand to tell the public that any veteran who would like to walk in the parade can. The parade will begin at Swasey Parkway and move to Gale Park.

Mr. Dean said there will be a helicopter this year for the wreath drop. He said the parade ends at Gale Park but is not any shorter than usual. In fact, it's a bit longer and because of that PEA will be involved more than they usually are. Memorial Day is Monday, May 30.

Selectwoman Belanger asked if there will be an event at the Senior Center after the parade. Mr. Dean said he will look into that. The parade will kick off at 10:30 am.

vi) County Commissioners Meeting May 25th

Mr. Dean said the first of these meetings was last year. He told the Board they have been invited to their meeting on May 25th. Among topics of discussion will be dispatch services. He recommended that the Board attend this meeting.

Chair Chartrand said he went last year, and recommended that the Board attend if they are available. The meeting is on Wednesday May 25 at 6:00pm in the Hilton Auditorium at the Rockingham County Nursing Home. He said it was interesting to see the three County Commissioners at last year's meeting.

b. Old Business

i) TBD

Selectman Clement said in 2013 the BOS accepted the EPA permit for the Wastewater Treatment Plant with conditions laid out by the EPA. He said the conditions might need to change with the date changes.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the BOS ask EPA to extend the dates for the construction, completion, and operation of our Wastewater Treatment Plant because we are asking the condition to be changed. Chair Chartrand asked Selectman Clement to withdraw his Motion and let the town continue working as they were. Selectman Clement said he would not withdraw for the sake of transparency. The Board voted on the Motion. Motion failed with a 2-2 vote. Chartrand and Belanger voted nay.

Selectwoman Surman asked where they are on the Riverwoods issue. Chair Chartrand said he would talk about this under Review Board Calendar.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 64, lot 12 in the amount of \$643.61. Motion carried- all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 104, lot 2 in the amount of \$1,478.77. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 70, lot 116 in the amount of \$574.65. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 32, lot 29 in the amount of \$870.91. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve abatement for map 110, lot 2, unit 96 in the amount of \$293.72. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to deny abatement for map 13, lot 4. Motion carried – all in favor.

Chair Chartrand asked Judith Austin to stand as they addressed her abatement request. He said the Board has a recommendation to deny this request. Ms. Austin asked why it was recommended to be denied. She said DPW had come to her house and informed her that he water bill was really high. She then discovered the outside faucet had been turned on by her grandson. When she called the DPW, they had told her there was a possibility she could get a 50% abatement because she wasn't the one who was negligent. She said she has started paying the bill off. She said she was given the impression that this abatement was going to be approved.

Chair Chartrand asked the Board for their thoughts. Selectman Clement said the Board sees situations like this often. He said the town does have a policy that says unless it was the fault of the town it cannot be abated. Ms. Austin asked why the DPW told her a portion most likely could be abated. Selectman Clement said DPW makes a recommendation to the BOS. Chair Chartrand told Ms. Austin that DPW steered her toward appealing because she has the right to ask for an abatement. Ms. Austin said she should have been advised that there was a good possibility her abatement request would not be approved.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman that, based on the town policy, the BOS deny this request for abatement. Motion carried – all in favor.

Ms. Austin said it would have been nice to know this before she said through a whole meeting.

Chair Chartrand said they would be skipping over the other request for abatement in the packet.

Mr. Dean said Ms. Whitten from the Assessor's Office delivered some letters to him today. He said the Assessor's Office has been tracking the Requests to Cut as there is a requirement that the logger file a report with the town verifying the amount that was taken. He said they have not heard from five entities so he would like the Board to look at these letters to send to the loggers. Chair Chartrand said the Board would come back to this.

b. Permits & Approvals

There were no permits or approvals.

c. Town Manager's Report

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

- he took two vacation days during April school vacation week
- had a Department head meeting on April 28 which was well attended
- HealthTrust meeting on April 29 which he attended
- the BOS had their goal setting meeting on April 30
- went to the Chamber loft opening on May 2 at 24 Front Street
- St. Vincent DePaul opened their new building last Thursday. He said it was a nice event
- Mike Monk was appointed last Friday at the Town Office
- In Planning, they have been working on the new software
- PEA has offered some surplus docks to the town. Parks & Rec is looking into this. If the town is interested, this will come back up. Selectman Clement asked if the town still splits the cost with PEA when the docks are taken out and put in. Mr. Dean said he would look into that.
- he said there are lots of meetings coming up in the next few weeks. Tomorrow is EDC and Con Com, Wednesday is Water/Sewer, and Thursday is a Planning Board meeting.

d. Selectmen's Committee Reports

Selectman Clement reported a Planning Board meeting two weeks ago. He said they had no projects to discuss, but they worked on Master Plan preparation. They also voted to appoint the Steering Committee for the Master Plan. He also talked about how two weeks ago he was asked to participate with Barbara Rimkinis to talk about the dam to PEA students. He said she gave a great history of the dam and it is always a treat when Ms. Rimkinis is doing a

presentation. River Study Committee met last week and got the same report the Board had gotten the week before from Paul Vlasich. He said they talked about a groundbreaking ceremony and a river cleanup when the draw down happens. Healthy Lawns, Clean Water had a forum at the High School which is being follow up by a lawn care clinic at the Parkway this Saturday from 10:00-11:30am. After that Fish and Game will be conducting a fish ladder tour. Coming up, he has a Planning Board meeting on Thursday, an RPC meeting on Wednesday night, and on Friday is the climate seminar at the Great Bay Center.

Selectwoman Belanger had nothing to report, but said she has three meetings this week.

Selectwoman Surman had nothing to report, but said she had Con Com tomorrow.

Chair Chartrand forwent his report.

At this point, the Board took up the matter of the logger letters. Selectman Clement asked if the town has done this before. Mr. Dean said he has not since he has been with the town but they did come from the Assessor's office. Chair Chartrand said they would hold off on this and take a closer look at them.

e. Correspondence

The following correspondence were included in the packet:

- Letter from DES to the Town
- Letter from DES to PEA and cc: Exeter
- Emails and letter from Jane Fraser
- Letter from Mr. Dean to the Board re: traffic

9. Review Board Calendar

The BOS will next meet on May 23, 2016. Chair Chartrand said they will have meetings with Riverwoods in the Wheelwright Room, which will all be public, to continue discussions about the abatement matter. He said if they take action on this, it will be in a regular BOS meeting. He asked Mr. Dean to schedule a meeting.

10. Non Public Session

N/A

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to adjourn the meeting at 9:32pm. Motion carried- all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary