

3. Re-convene regular meeting

Chairman Lionel Ingram reconvened the Board in a regular session at 7:00PM following a non-public session (under RSA 91-A) that had convened at 6:30PM following the opening of a regular meeting.

4. Introduce members of the Board of Selectmen

The following members were present and introduced to those present and to the Cable TV audience: Robert Eastman, Paul Binette, William Campbell, Joseph Pace and Town Manager Russell Dean.

5. Minutes – 8/29/05

***Mr. Campbell moved to accept the minutes of August 29, 2005 as presented; second by Mr. Pace. VOTE: Unanimous.***

6. Bid Opening: Sale of Recreation Bus

Mr. Dean reported that Mike Favreau, Parks & Recreation Director, has requested sealed bids for the bus. The bus has been utilized for trips but recent repairs have created significant maintenance costs, including an unanticipated bus breakdown (stranding passengers & resulting in a costly towing charge).

Mr. Favreau stated the selling of the bus would solve a couple of recent problems: costly repairs and now incorporating the cost of the transportation for future trips into the Recreation fee, and resolving the problem of hiring qualified drivers. The department will continue to run popular trips (many continue to sell-out immediately) with a few smaller trips offered.

Chairman Ingram opened the sole bid: Jack Bateman, JRB Transportation of Canaan, NH bid \$15,000.

***Mr. Pace moved to award the MCI bus to JRB Transportation for \$15,000, as is; second by Mr. Eastman. VOTE: Unanimous.***

Mr. Eastman recommended the Town Manager research rescinding the Capital Reserve Fund for the bus (voted at Town Meeting), removing it from the books.

7. Public Works: Emergency Procurement Loader Replacement

Mr. Dean noted our DPW loader was recently involved in an accident at the transfer station resulting in the equipment being totaled by the insurance adjuster – the driver was not injured. We should receive approximately \$25,000 from insurance. The Board is asked to waive the procurement rules to allow for a lease of the new loader. The continuation of the lease would be based on approval of the FY06 budget. This loader is a key piece of equipment used by the Department for many different operations including snow fighting. It may take at least 75 days to fill the order to due issues related with Hurricane Katrina.

**Amended 9-26-05 (vote in 1<sup>st</sup> paragraph, pg. 3)**

Mr. Dean explained DPW received 3 quotes for loaders, with Nortrax-Inc as low quote. The Town would place \$27,000 down, \$4000 due April 15, 2006 and \$31,000 per year thereafter for a total cost of \$141,300.

Mr. Binette questioned the warranty of only 1 year. Jay Perkins, Highway Supt, stated industry standard is 1-year, though some only offer 6-months. Mr. Binette wants to see what is listed prior to his approving the lease.

Rick Schults, sales rep with NorTrax, was present and explained the full warranty is bumper-to-bumper excluding tires, glass, and damage by vandals, misuse or maintenance. To Mr. Binette's statement of transmissions having 3-years, he responded the standard is 6 months; however the power-train hydraulics warranty is usually purchased by Towns, rather than the full due to costs. The Town has the option within the first year of lease to purchase the additional power-train hydraulics package warranty.

***Mr. Campbell moved to authorize the Town Manager to enter into a lease agreement with Nortrax, Inc for a loader as submitted by DPW for the remainder of the fiscal year in the amount not to exceed \$27,000; second by Mr. Pace. VOTE: Unanimous.***

Meet the I-T Co-coordinator: Mr. Dean introduced the new employee, Andrew Swanson, serving as the Town's Information Technology Coordinator, coming to the Town with 25 years of experience. The process brought in approximately 150 resumes. The Board welcomed Mr. Swanson to the staff.

8. Review 2005 Valuation.

John DeVittori, Town Assessor, was present to discuss the 2005 valuation process. Vision Appraisal has completed its process of reviewing properties and has indicated the Town is 9% undervalued. He noted State Legislature passed RSA 75:8-b, effective April 1, 2005, which states if the Board wishes to update the assessed values for 2005, 2 public hearings must be held after properties are updated, in order for taxpayers to comment, prior to a vote of the Board to proceed. He also noted that taxpayers must be notified prior to mailing tax bills that updates were made, if that is the case. The Board must decide whether to update tax properties this year and, if so, how to update.

Discussion followed concerning assessment guidelines as well as 'trending', which Exeter does not use. Mr. DeVittori stated he bases values on current sales, based on many different categories, as they all appreciated differently. There were 415 transactions this past year in 50 different categories. Also, the desire to keep values as close to market value as possible, noting 100% is probably not attainable. Mr. DeVittori reminded the Board they had approved a 3-year cycle for reviewing properties, with this the third year. This is in line with the State reviewing all our records in April, 2006 to re-certify the Town's assessment records. He noted the Town has added \$50 million in value since 9/1/04

Mr. Eastman referred to Warrant Article #44 from this March regarding the inclusion of the associated assessment card with each property tax bill at year end. Mr. DeVittori stated he met with George Olson (then Town Manager) and the Finance Director Jack Sheehy following Town Meeting and, reviewing the article as 'advisory' thought it too expensive for an individual mailing and, per law, the card cannot be included with the tax bill.

**Amended 9-26-05 (vote in 1<sup>st</sup> paragraph, pg. 3)**

With time short to hold public hearings prior to a decision on the acceptance of the assessments, Mr. DeVittori noted he may have to file an extension for his State reporting. **Mr. Campbell moved to conduct the process; second by Mr. Pace. VOTE: 4-1.** (vote omitted; minutes amended 9/26/05)

Alan Bailey, 7 Green Street, asked when the Board is holding a meeting with the State to set the tax rate and what the recommended fund balance will be to reduce taxes. Mr. Dean noted DRA sets the rate and sets the meeting.

The Town Manager will review RSA requirements for posting of public hearings and work on setting up 2 hearings, possible one next Monday evening.

9. Review Town of Exeter Emergency Plan

Brian Comeau, Fire Chief, was present to present the draft update to the Town's Emergency Action Plan. He noted the Plan is reviewed every 2 to 3 years and this represents Revision #5. The Plan reviewed duties of various positions and departments, shelters and operations, contact with other agencies, etc. The Plan has been used during past events including: floods of 1996, major fire in downtown and the trail derailment, among a few. Other events prepared for: bridges out, main gas pipeline through Town with leak, relocation of the EOC, evacuation of residents. Also added and improved is the Reservoir and Dam policy.

In light of the Katrina Disaster in New Orleans, the Board expressed concern over whom, how and when the higher authorities (State & Federal) are called. Chief Comeau stated the EOC is under the direction of the Town Manager. He noted they work with a 'mutual command' when police activity is involved.

The Chief stated they are working on a 'no response policy' for the safety of personnel when dealing with severe storms (i.e. 60 mph hurricanes, etc), so the public will know we may not get to people right away but will as soon as safely possible. This allows focus on more important areas of storm action.

Mr. Eastman requested a glossary of terms be added to the final form. Mr. Binette suggested when finalized, we provide copies for residents, detailing necessary information, possible in a condensed form in the Town Report. Mr. Binette will review the FEMA document (to be provided by Chief Comeau) that is currently available for distribution (Mr. Binette is the Board's representative to the Emergency Committee).

10. Library Long Range Plan presentation:

Hope Godino, Library Director, was present to briefly review the Library's Long Range Plan for 2005 – 2010. The Plan was developed from input provided by staff, citizens and Trustees. She invited the Board, along with residents, to the presentation/discussion of the Plan on October 5<sup>th</sup> from 6:30-8PM at the Library to have any questions answered on what and why a project is being suggested.

Ms. Godino noted that since May, increased programs include: outreach to children in camps and day care who are unable to otherwise visit the library due to parents' schedules and location; increased book talks to senior facilities and wireless internet at the Library and Founder's Park, allowing

**Amended 9-26-05 (vote in 1<sup>st</sup> paragraph, pg. 3)**

patrons who have wireless laptops to access the internet while sitting in the Park or throughout the Library. She stated the goal is to develop a foundation for funding other than that of the Town and through the CIP.

Mr. Pace praised the Committee for the work they have done noting there was a great deal of research via schools, other community libraries, etc. He noted Exeter has a first rate library built on very limited resources available.

11. Sign Agreement for Train Station Expansion.

Mr. Dean requested the Board postpone signing the agreement noting the need to go through the budget process. The Town's cost of \$95,000 (with the grant available of \$380,000 the total cost is \$475,000), more discussion is needed.

Mr. Pace asked if problems have been cleared with Highway Funds being used for railways. Mr. Dean stated his talks with DOT have said the funds are available, as long as we raise our portion, and there has been no mention of it not being available for railway-related functions. He will confirm.

12. Disband Town Manager Search Committee

***Mr. Eastman moved to disband the Town Manager Search Committee effective 9/12/05; second by Mr. Campbell. VOTE: Unanimous.***

13. Town Manager's Items:

- Next regular meeting will be September 26<sup>th</sup> though the Board may meet next week – to be announced.
- Residents should note the Gas Company will be in the Prospect Street/Highland Avenue area working on lowering gas lines. This is considered an emergency situation and sidewalks will be constructed and repaired. This is in response to Bell & Flynn striking a gas main that was only 5" below the surface and not meeting current regulations. They are being moved to the regulated depth.
- Residents conducting yard sales are reminded that signs should be removed from poles immediately following end of their sales.
- Due to the EEE (Eastern Equine Encephalitis) fatality in Newton this past weekend, the State will be meeting with Exeter Health on Tuesday concerning mosquito spraying. Mr. Dean noted the Town is being pro-active in the work and Assistant Chief Berkenbush is seeking information and what funds may be available to spray if determined we need to.
- Donations are being accepted at the Town Office for the Katrina Hurricane victims with cash donations being split between the Salvation Army and the Houston SPCA. Also, item donations going to the Stratham Community Church for delivery to New Orleans are also being collected in the lobby of the Town Office.

14. Permits:

- Exeter Hospital requested permission for a raffle to be drawn on November 9<sup>th</sup> at 3PM to benefit the Rockingham Visiting Nurse Association.

**Amended 9-26-05 (vote in 1<sup>st</sup> paragraph, pg. 3)**

- Rockingham Planning Commission requested the Nowak Room on September 22 for a Seacoast Technical Advisory meeting from 8:45-12;
- The Wheelwright Room is requested by the Squamscott Commons for meetings on November 1, December 6, January 3, February 7, March 7 and April 4 from 8-10AM.
- Rose Bryant requested permission for a Block Party on Union Street on September 17<sup>th</sup> (rain date the 18<sup>th</sup>) from 11AM to 8PM.

***Mr. Pace moved to approve as submitted; second by Mr. Campbell. VOTE: Unanimous.***

Four permits were submitted from Phillips Exeter Academy for two events, same wording: 6 buses along the easterly side of Elliot Street from Front Street to Bancroft Hall as students depart for holiday break requiring no parking on the westerly side of Elliot Street for a distance of 150 feet southerly towards Court Street, with PEA providing officers to assist with pedestrian traffic, on Saturday, November 19<sup>th</sup> and Wednesday, December 14<sup>th</sup>. Also, 3 buses along the northerly side of Front Street from the First Baptist Church westerly to the fire hydrant with PEA providing officers to assist with pedestrians at the appropriate crosswalks on Saturday, November 19<sup>th</sup> and December 14<sup>th</sup>.

***Mr. Campbell moved to approve; second by Mr. Pace. VOTE: Unanimous.***

15. Selectmen's Committee reports:

- Mr. Eastman: Planning Board met and voted to pass the CIP to the Board of Selectmen and Budget Recommendations Committee. The CIP is now on the Town web site – be very patient with downloading information as color photos can cause a delay.
- Mr. Binette: Recreation Advisory Committee meeting on Tuesday; Mr. Pace, Mr. Dean and Mr. Binette have been preparing for negotiations with both DPW and Fire collective bargaining units.
- Mr. Campbell: Water & Sewer Advisory Committee met last week with CDM presenting a report on the water tank scheduled for budget talks. Conservation Commission meets Tuesday and EDC meets in the morning with Mr. Binette serving as his alternate.
- Mr. Pace: The Cable TV committee met on September 1<sup>st</sup> and received information regarding the new school and technology available, as well as Verizon updates. They will also be addressing the warrant article passed to expand the channel activity and possibly a broader committee. He has up-coming Arts and HDC meetings also.
- Mr. Ingram: River Committee is scheduled for the 15<sup>th</sup> at 9AM; Rockingham Planning Commission will meet to discuss their plans and he has Council on Aging and Safety Committee meetings upcoming.

16. Public Comments: None.

***Mr. Eastman moved to adjourn; second by Mr. Pace. VOTE: Unanimous. Time: 9:00PM***

Respectfully submitted,

Barbara A. Blenk  
AA/HR