

1,2. Convene Regular Meeting, Meetings with the Board: Nancy LaMontagne.

The meeting convened at 6:05 p.m. in the Selectmen's Office. The Board discussed the pending abatement application and whether it should be a closed session item. After some discussion it was determined to hold the meeting in the open. Future items such as this would be put on the regular part of the televised agenda.

Nan LaMontagne appeared before the Board with Ingrid Collier on an abatement request. Nan's home on Old Town Farm Road burned down July 6th and she was requesting an abatement for the taxes on her property. After some discussion Selectmen Ingram moved to direct the Assessor to determine the tax bill on the land for one year, and abate the tax due on the house and the barn from July 6th forward, with no interest due on the tax bill. Selectman Eastman seconded the motion and it carried 5-0.

3. Board Appointments: Conservation Commission.

The Board then interviewed Mike Drunic of 29 Forest Street for a position on the Conservation Commission. Selectman Ingram confirmed Mr. Drunic is a Town resident and is registered to vote. Selectman Campbell explained the role of the Conservation Commission. Selectman Pace noted Mr. Drunic's past water operations experience and asked if he would be interested in serving on the Water/Sewer Advisory Committee. Mr. Drunic answered he wasn't certain but could help out if needed. Selectman Ingram advised Mr. Drunic it would be in the intent to appoint him to the Water/Sewer Advisory Committee if a position was open, otherwise it would be the Conservation Commission. The Board then thanked Mr. Drunic for his time and the Town would be in touch with him.

The Board then interviewed Mr. Jeff Geary of 20 Main Street for a position on the Conservation Commission. Mr. Geary is registered to vote and a town resident. He has lived in Exeter for 10 years. He is currently finishing his master's degree at Antioch College focused on recreation processes. Mr. Geary indicated his ongoing interest in conservation issues, and how they are important to the Town. Selectman Campbell asked if Mr. Geary could make a 7:00 p.m. meeting, Mr. Geary answered yes. The Board then thanked Mr. Geary and informed him they would be in touch through the HR Director or the Town Manager.

The Board then proceeded upstairs for the televised portion of the night's meeting.

4. Introduce Members of the Board.

Chairman Binette reconvened the televised portion of the meeting at 7:00 PM in the Nowak Room of the Town Office and introduced other members of the Board: Mr. Lionel Ingram, Mr. Bob Eastman, Mr. Joe Pace, Mr. William Campbell, and Mr. Russell Dean, Town Manager.

5. Minutes: February 12th, 2007

Mr. Campbell moved to waive the reading of the minutes of February 12th, 2007 and accept the minutes as presented; second by Mr. Pace. VOTE: Unanimous.

Before continuing, Chairman Binette wanted to recognize Ms. Tracey McGrail, the long-time President of the Exeter Area Chamber of Commerce who retired on December 31st, 2006. Mr. Pace read the following on behalf of Tracey:

17 Years of Service to the Exeter Area Chamber of Commerce Tenure 1989-1-2006

Tracey McGrail joined the chamber in June of 1989 as the office manager and was promoted to president in December of 1990. She graduated from Institutes for Organization Management at the University of Oklahoma as well as Leadership Seacoast and Leadership New Hampshire. She served on small business task forces for both Congressmen Bill Zeliff and John Sununu and was tapped by Governor Jeanne Shaheen to be chairman of New Hampshire's Best Schools Council.

Over her tenure with the chamber McGrail served as president of the board for the New Hampshire Association of Chamber of Commerce Executives and secretary of the New England Association of Chamber of Commerce Executives, and was a member of various town committees including the Exeter Development Commission, the Exeter Train Station Committee, and the Historic Downtown Restoration Project committee.

Her service to the community included membership in the Exeter Kiwanis Club where she served a term as president, for which she was honored as a George Hixson Fellow, the highest honor a club can bestow upon member. At one point she climbed the Exeter Fire Department's aerial ladder 100 feet into the air to raise money for Kiwanis to buy the department a second Brosloe Bag specifically designed to treat child patients. She also helped form both Exeter D.A.R.E and Exeter Crimeline.

Among her other affiliations is service on the New Hampshire Automobile Dealers Association's AutoCAP Panel and the Dartmouth-Hitchcock Medical Center Assembly of Overseers.

While many things have changed over the years, there are some of which McGrail is particularly proud. "With the help of Sen. Judd Gregg, who secured \$1.3 million for the project, the Chamber was able to push to have the Route 101 widening completed a full two years ahead of schedule. That made Route 125 attractive to all the development we've seen there since," said McGrail. "I'm particularly proud of being a driving force in returning passenger rail service to Exeter. The tremendous success of the Downeaster has been incredibly rewarding."

Chairman Binette then thanked her for all that she's done for the Town of Exeter and their residents. He presented her with a Certificate of Appreciation that highlighted the accomplishments noted above, and he also gave her an engraved pen set on behalf of the Town. Ms. McGrail then thanked the Board of Selectmen as well as the many residents who made her time at the Chamber so enjoyable.

6. Meetings with the Board: Nathan Szanton, Squamscott Block Project.

Before beginning, Mr. Pace excused himself from this discussion since it indirectly involves his employer, Citizen's Bank.

Mr. Nathan Szanton began by saying that they are making real progress on the project after securing funding and beginning construction. He recalled that the last time he was here, he asked for permission to use 14 Town-owned spaces to rent for three months (through the end of February). At this time, he is asking for an extension of one month for six out of the 14 spaces. He is prepared to return the spaces in the municipal lot, but he is asking for an extension for those spots located on the street. In addition, he is asking to extend the rental period for the handicap parking spot closest to the bank through April and May, since the initial driveway where others will be allowed to park will be made of gravel and would make for difficult maneuvering.

Chairman Binette asked if Mr. Szanton was comfortable that this would be enough time for them to complete this phase of the project. Mr. Szanton thought this would give them enough breathing room to make sure every is completed and they will not need to return for another extension.

Mr. Campbell moved the Board of Selectmen approve an extension for temporary parking related to the Squamscott Block project from March 1st, 2007 through April 1st, 2007 and Mr. Campbell also moved the Board of Selectmen approve an extension for temporary parking in the handicap space for the Squamscott Block project from March 1st, 2007 through June 1st, 2007; second by Mr. Ingram. VOTE: Unanimous.

7. Update on Water/Sewer Issues.

First, Mr. Dean asked Mr. Len Pichini of the Exeter Homeowners Association for an update on the list station. In lieu of reading the report, Mr. Pichini distributed copies to the Board for their review and to be put into record:

**EMHA Report to Exeter Board of Selectmen
February 26, 2007**

This report is intended to summarize activities concerning the Exeter Meadows lift station following the September 25, 2006 meeting with the Board of Selectmen, and present a status report for the Board.

EMHA reviewed a video of the September meeting provided by the town to assure ourselves that the homeowner's association and the board are in agreement. The board determined at that time to take over the ownership of the lift station "contingent upon completed negotiations for the assessment per residential unit, and this process to be completed by December 31, 2006." During the discussions leading to the motion, the board recognized the town's financial responsibility, as well. The only question was how the costs of improving the lift station or replacing it with a gravity system would be allocated.

On January 4, 2007, EMHA informed the Town Manager that we, EMHA and the Town of Exeter, failed to meet the Board of Selectmen's timetable for reaching a financial agreement by December 31, 2006, and expressed concern on behalf of the homeowners over the time elapsed since the September meeting. EMHA wanted the board to know how serious we were, and remain, toward resolving this matter very quickly. On January 8, the Town Manager planned to notify the board that we, EMHA and the Town of Exeter, are continuing to work on the financial arrangement and an agreement was expected soon.

At the September meeting a motion was also made and approved to allocate \$15,000 from the sewer reserve account to conduct tests to determine the amount of ledge, if any, that might be present along Ashbrook. Keith Noyes authorized Underwood Engineers to proceed with the work on November 14, and the testing was performed on December 7, 2006. After several requests, EMHA were notified of the results on December 22, 2006, and requested a copy of the Underwood results and analysis for our review, which were provided on January 8, 2007. Subsequently, Bob Winn and I met with Keith Pratt at Underwood Engineers to review their findings, and we have attached a copy of the minutes of that meeting. Underwood's original estimate of 300CY (an assumption) for ledge removal and disposal was revised to 410CY based on the test boring results. 410CY represents about 15% of the estimated trench volume. Underwood provided January 10, 2007 actual bid data from five contractors for ledge removal and disposal costs. The bids range from \$70/CY to \$120/CY. Underwood's cost report of December 20, 2006 estimates ledge removal and disposal at \$100/CY.

EMHA met with the Town Manager on January 8, 2007. EMHA noted that Underwood used the Holden drawings approved by NHDES on May 29, 1996, to produce their engineer's opinion of cost reports of November 11, 2005 and December 20, 2006. We suggested that those Holden plans be used for developing a bid package, thereby saving the estimated \$20,000 for new plans. No changes, that we are aware of, have occurred underground since the Holden plans were approved.

During the meeting on January 8, 2007, the Town Manager acknowledged the town's intent to take ownership of the lift station, and asked about the expected operating and maintenance costs. The annual operating and maintenance costs average about \$3,500 excluding a reserve for capital replacement. Based on our analysis of the life cycle costs, the estimated depreciation over the past eight years is approximately \$98,819.00. This figure is consistent with the recent lift station replacement cost projected by the Town of Exeter and other municipalities, based on our observation.

EMHA believe the \$126,000 which we have previously offered as our share of the financial responsibility is fair and reasonable. EMHA also believe that amortizing over a ten year period as a special assessment in the water and sewer bill would not be a burden to the town from an accounting standpoint.

It is mutually beneficial to conclude our discussions in the shortest possible time frame and proceed with transferring ownership of the lift station to the town and commencing construction by early spring. EMHA requests that the town commit to taking ownership of the station no later than March 15, 2007, and accept our proposal to reimburse the town in the amount of \$126,000 in accordance with the terms and conditions contained in our previous proposal.

MINUTES OF MEETING
January 17, 2007
Underwood Engineers

Len Pichini, Bob Winn and Keith Pratt, with Underwood Engineers, met at Mr. Pratt's office on January 17, 2007, to discuss the test boring results conducted along Ashbrook Road in

December, and other matters pertaining to the Meadowood lift station and the installation of a gravity sewer line.

Mr. Pratt provided copies of the test boring results and explained the methods used (borings vs. probes) to determine the amount of ledge. The original estimate of 300CY, which was provided in the engineering report of November 11, 2005, was based on an assumption only since there was no documentation to support the existence of ledge prior to the borings taken in December, 2006. Mr. Pratt also provided a copy of the gravity sewer profile and reviewed the boring locations and results of each in relation to the profile.

The Holden Engineering gravity sewer design was approved by NHDES on May 29, 1996. Len asked why that design cannot be used insofar as there have been no changes underground from when the plans were drawn and approved. Len and Bob expressed their concerns with the estimate of \$20,000 as being excessive especially since the Holden plan was previously approved by the State of NH. Mr. Pratt thought the approval may apply to the subdivision and not to the sewer. He would check on the letter and let us know. Questions which Len and Bob raised were: Can the NHDES approval of May 29, 1996 be extended, and does an extension impact the grant application? Mr. Pratt stated that the grant requirements require a current engineering plan and the State would, most likely, not accept the Underwood plan. (Subsequent to the meeting, Len researched the files at the town offices and found the May 29, 1996 approval letter which was forwarded to Mr. Pratt. The approval was for the gravity sewer plan.)

Mr. Pratt has a copy of a recent bid sheet on a similar job in Hinsdale, NH, which he will forward promptly.

After reviewing all the material provided, Len and Bob will report to the EMBOD and prepare a letter for Mr. Dean and the Board of Selectmen.

Mr. Dean then read the following report regarding some of the Water and Sewer Issues that the Town has had recently.

As we know, many issues have been focused on as of late on the Town's water and sewer systems. This includes the problems of turbidity, data reporting, and the lack of a long term solution on the water side. On the sewer side, CSO and SSO discharges continue to be a challenge, and the Town is in need of a long term plan of action.

When I started as Town Manager in March of 2005, the Town had recently voted down a 17 million dollar water treatment plant for the second time. There was no ballot question on a water solution in 2006 and this year. Instead, investments have been made in the current water treatment plant to keep it going – investments of over 1 million dollars. In the meantime, in 2006 voters did approve a major capital project that will be breaking ground shortly – the installation of a new water tank and a new distribution main along Epping Road. This project will greatly improve fire flows, and pressures within the system. In addition, it will give the Town more water storage than ever before, meet peak demand and future needs for storage. This was Phase I of the capital improvements program outlined in the 2002 CDM report.

On the operations side, there have been many issues that have arisen in my 2 year tenure. The first was the discovery of data misreporting at the water treatment plant in the areas of the chlorine residual and the turbidity measures. This discovery led to the departure of the Town's senior water treatment plant operator. In addition, one long time operator retired, and another operator transferred to the Highway Department, leaving a significant void at the water treatment plant.

I have recently commissioned a special working group to advise the Town Manager and the Board on all water and sewer issues. The group is composed of three water/sewer advisory committee members, who have graciously volunteered their time. In addition, Brian Goetz, a consultant with Weston and Sampson, has been retained to assist the Town in developing additional water supply sources. Finally, Virgil Harris, a retired water treatment plant operator who lives in Exeter, has agreed to assist the Town at the water treatment plant to focus on the treatment process and offer his operating expertise to our newer personnel. The primary role of this group is to audit all water and sewer functions so the Town can have the utmost confidence in its personnel running the operations, and have the certainty of a quality long term plan. A major goal of the group will be to assist in creating a water solution for the town warrant in 2008.

Although the task list is still being completed, the audit will include the following:

- a review of our operation and maintenance plans in both water and sewer
- an audit of our preventative maintenance programs in both water and sewer
- an audit of water quality including a cause/effect report on turbidity, arsenic and other water system issues with any suggested procedural changes to improve quality.
- a review of our practices, policies and procedures in water production, supply and sewer collection.
- a review of the Town's training program to ensure our water and sewer operators are being trained to the highest level possible.
- A review of our organizational structure in both water/sewer to ensure that resources are being utilized in the best manner possible.
- A review of our evaluation systems to ensure accountability is being met, that system problems are properly identified as such, and operation problems are identified as such.
- Development of water/sewer quality measures and reporting based on state and federal standards, with regular publishing of the results.

In addition, the group has been tasked with reviewing the Camp Dresser McKee report on the Town's water system from 2002. Already, the group is addressing the foundations of the report including an update of the population projections and original scope of work for the water plant solution. There is an active subcommittee reviewing other supply options identified in the report. As an example, the CDM report alludes to work being done on Gilman and Stadium wells, 2 former groundwater wells. Within the next 2 weeks, the Town will be filling in data gaps in the report to ascertain whether or not these wells are viable future options to supplement our current supply. This does not mean the Town is considering abandoning its surface water source, but it does affect our water budget – the amount of water needed, on a yield basis, to adequately supply the Town into the future.

The subcommittee tasked to do the work mentioned above should be complete with its efforts by December 31, 2007. Part of the review process will involve at least two public forums on the Town's water and sewer systems. These will be designed as open forums and give residents the chance to comment on any item of concern related to water and sewer.

Mr. Dean added that he is happy and grateful that these three committee members volunteered to assist him with this project. He also noted he has engaged Underwood Engineering to help with some of these issues as well. He's looking forward to this public process.

Chairman Binette asked Mr. Dean how often he felt he should be giving the Board and residents updates on the progress of this group. Mr. Dean felt once a month would be an appropriate timeframe. Mr. Dean also reiterated there will be two public hearings on this topic in the future.

8. Bid Opening: Main Street Road Reconstruction/Water Distribution Improvements.

Chairman Binette opened the two bids received for the distribution systems and road reconstruction portion of the water tank and roads project approved by the voters last March:

Subtotal Part 1 – Water System & Pipe Services
Subtotal Part 2 – Road Portion (sidewalks, curbing)
Subtotal Part 3 – Common Costs (pavement, mobilization, traffic)
Subtotal Part 4 – Additives (water quality & storm water treatment)

Park Construction Corp., Fitzwilliam, NH:

Subtotal Part 1: \$871,460	Subtotal Part 2: \$496,215	Subtotal Part 3: \$1,273,750
Subtotal Part 4: \$80,100	Total Parts 1-3: \$2,641,425	Total Parts 1-4: \$2,721,525

Northeast Earth Mechanics, Inc., Pittsfield, NH:

Subtotal Part 1: \$1,005,225	Subtotal Part 2: \$507,685	Subtotal Part 3: \$1,416,500
Subtotal Part 4: \$40,300	Total Parts 1-3: \$2,929,410	Total Parts 1-4: \$2,969,710

Mr. Ingram asked if the changes to the road were included in these estimates. Mr. Pratt said they were not, as they did not have enough time to include this information in the estimates. He said they could be included in the construction with a change order.

Mr. Pace moved the Board of Selectmen refer the bids to the Town Manager and appropriate town departments for an award recommendation; second by Mr. Campbell. VOTE: Unanimous.

9. Bid Award: Water Tank

Mr. Dean noted that the Department of Public Works is recommending that the bid for the Water Tank be awarded to Caldwell Tanks, Inc., who happened to be the low bidder. He added that Mr. Noyes inquired about painting "Exeter" on the water tank and confirmed it would cost less than \$10,000.

Mr. Ingram moved the Board of Selectmen approve to award the bid for the water tank to Caldwell Tanks, Inc., for a base price of \$2,505,500. Further, the Board approves an additional \$24,000 for a communications pod on the tank roof, \$11,000 for additional floors, and \$15,000 for tank

cathodic protection, as outlined in the bid specification, plus up to \$10,000 for painting on the tank; second by Mr. Pace. VOTE: Unanimous.

10. Nomination of Ted Klemarczyk, Lifetime Member, Council on Aging.

Mr. Dean referenced a letter received from Ms. Peggy Lamb, Secretary for the Council on Aging, which stated that the Council on Aging unanimously supported appointing Mr. Ted Klemarczyk to a lifetime member position.

Mr. Eastman moved the Board of Selectmen appoint Ted Klemarczyk to a lifetime member position on the Council on Aging; second by Mr. Campbell. VOTE: Unanimous.

11. Authorize Town Manager to apply for Household Hazardous Waste Funds.

Mr. Dean reviewed that the Town annually applies with the Department of Environmental Services to hold a household hazardous waste collection here in Town. It has been successful in the past and the Town is looking forward to doing it again this year.

Mr. Campbell moved the Board of Selectmen authorize the Town Manager to apply for and expend grant funds from the New Hampshire DES related to the Household Hazardous Waste Collection 2007; second by Mr. Pace. VOTE: Unanimous.

12. Second Reading: Waste Sticker Fee Program: TV, CRT, Radios.

Mr. Dean stated that this was the final reading necessary to implement the waste sticker fee program to dispose of TV's, computer monitors, etc. The Board had no further questions on this subject.

Mr. Campbell moved the Board of Selectmen adopt the Waste Sticker Fee Program; second by Mr. Pace. VOTE: Unanimous.

13. Second Reading: Parking Ordinance Amendment: Temporary Parking Regulations.

Mr. Dean said that the request was modified based on the feedback from their last meeting. He also confirmed that he checked with the Fire Chief, who is also the Emergency Management Director, and Chief Comeau felt comfortable with the ordinance as it is now written. Chief Comeau felt he and Chief Kane had solid lines of communication and would be able to enforce this ordinance together.

Mr. Eastman added that he received feedback from residents of Old Town Farm Road, who initially brought this concern forward. Although they are not completely happy with this approach, they felt they could live with this ordinance. He said they're also concerned about students being picked up and dropped off in that area. The Board discussed this topic and asked Mr. Dean to bring this topic up for discussion with the School.

14. Town Manager's Report.

- There will be one final Board of Selectmen Meeting on March 12th before the Town Meeting.
- A reminder that Town Meeting will be held on March 13th at the Talbot Gymnasium. The Board discussed where residents will be allowed to enter. It had been discussed that entry would be from the back. Mr. Eastman asked if handicapped residents could use the front door due to the length of the walk. The Board felt that would be acceptable.

- There is a new telephone line dedicated to Parks & Recreation activities. Residents can call 418-6495 for Parks & Rec info.
- The Parks & Recreation Department is also working on having enrollments available online. They are being cautious because they want to ensure people's personal information is completely secure, so we will keep you updated on their progress.
- Bulky Pick-up will be held the week of April 2-6.
- Last Friday Mr. Dean attended a meeting with the new State and Senate representatives. They discussed the importance of adequate education, the state of the NH Retirement System, and the general growth in the State.

15. Permits.

Mr. Dean presented the following for action:

- The John McCain Exploratory Committee requested to use the Town Hall – Main Floor with the stage on March 18th from 6 am to 8 pm for a Town Hall Meeting (at this time they are unsure if John McCain himself will be present).
- The Exeter Rotary Club is requesting to block off parking spaces in front of the Bandstand on June 2nd and 3rd from 8 am to 6 pm to park a motor coach with signs attached to it advertising the event in the parking spaces near the bandstand.
- The American Independence Museum requested to use the Town Hall on Saturday, July 21st from 6 am to 7 pm, only if it rains, for craft vendors to sell their products.
- The American Independence Festival is requesting to have a parade on Saturday, July 21st at 10 am. It will start at the Bandstand and end at the Ladd-Gilman House.
- The American Independence Museum is requesting to block off Water Street from Spring Street to the Bandstand on Saturday, July 21st from 6 am to 6 pm.
- Permits issued after the last Board of Selectmen Meeting on February 12th:
 - Mario Ponte requested to put a structure on the sidewalk at 101 Water Street to install a new roof. Work was done on February 16th.
 - The Ioka Theater requested to block off three parking spaces on February 16th from 9 pm to midnight for loading and unloading.

Mr. Pace moved to approve all permits as advised; second by Mr. Eastman. VOTE: Unanimous.

16. Selectmen's Committee Reports.

Mr. Ingram: Both the Safety Committee and the River Committee met the previous Thursday. The River Committee discussed removing the dam (information will be made available on the web site). Council on Aging is conducting a survey and he asked people to respond and remember that at some time, they too will be part of the elderly population.

Mr. Eastman: Nothing to report at this time.

Mr. Pace: The Historic Distric Commission is meeting on the 15th. CATV is meeting on March 7th. The Arts Committee met and is preparing for the Youth Art Show on March 10th through April 1st. He reminded residents that there are photos here in Town Office as well as the Town Hall. On behalf of the Committee, he wanted to publicly thank everyone for their support of the Arts Committee. Mr. Eastman asked about the CATV Committee and wondered if they could discuss negotiating for a senior discount. Mr. Pace said they would be discussing this at their next meeting, and he said he would look into it.

Mr. Campbell: The Planning Board approved a dentist office at 16 Hampton Road.

Mr. Binette: Has not met with Recreation Advisory Committee but they are still in need of volunteers!

17. Public Comments: None.

18. Non-Public Session.

Mr. Eastman made a motion to move to non-public session under RSA 91:A to discuss a personnel issue; second by Mr. Pace. VOTE: Unanimous. Time: 8:15 PM.

Mr. Pace did roll call. Mr. Ingram – Yes. Mr. Eastman – Yes. Mr. Campbell – Yes. Mr. Pace – Yes. Chairman Binette – Yes. The Board then moved to non-public session.

Respectfully submitted,

Julie A Lund
AA/HR Director