

1. Call Meeting to Order

Chairman Eastman convened the Board at 7:00 PM in the Nowak Room of the Town Office and introduced other members of the Board: Ms. Julie Gilman, Mr. Lionel Ingram, Mr. Joe Pace, Mr. William Campbell, and Mr. Russell Dean, Town Manager.

2. Public Comment

Mr. Arthur Baillargeon is interested to know if the previously discussed parking ban on areas of Front Street. Mr. Eastman remarked that this was mentioned to Chief Kane several months ago. Mr. Eastman says the Board will take this under consideration

3. Proclamations

No Proclamations.

4. Minutes

Mr. Pace moved to waive the reading of the minutes of April 23th, 2007 and accept the minutes as presented; second by Mr. Ingram. VOTE: Unanimous.

5. Appointments

None.

6. Discussion/Action Items

Sign Notes for Water Tank Project- Mr. Pace recused himself as the bids involve his employer, though not his department. Mr. Don Brabant discussed the bids on the Water Tank Project, BankNorth chose not to bid, Ocean National bids 4.12%, Sovereign Bank bids 4.20%, Citizens Bank bids 3.72% Fixed, No prepayment penalty, for line of credit. Mr. Campbell asked what type of permanent loan to get, and what length of time to borrow on a permanent loan. Mr. Brabant explained that the town would begin to explore the permanent loan when the project is unfolds. Mr. Dean adds that 20 years has always been the parameter for this loan.

Mr. Campbell moved to sign the line of credit with Citizens Bank at the bidded rate of 3.72%. Mr. Ingram seconds the motion. VOTE: Unanimous

- a. Amend Water/Sewer Fees (Second Reading)- Mr. Eastman moves to remove \$75 Water turn off After Hours Fee since pay rate increases were not considered when this rate was set. Also the 2 items that are noted for Fire Hydrants because the Board requires further conversation with the Fire Department.

Mr. Campbell moves to approve as presented. Mr. Pace seconds the motion. VOTE: Unanimous.

c. Walter Scott Way/Walter's Way- Ms. Hartson requests that Walter Scott Way/Walter's Way be called one name. 911, the Assessing office, and the Tax office recognizes the street as Walter's Way. The street sign says Walter Scott Way, there is a rock at the street's entrance that says Walter's Way. The Post Office, Fire Department, and Dispatch recognize the street as Walter Scott Way. Ms. Hartson has concluded that 3 residents use Walter Scott Way as an address, while the other 10 use Walter's Way. All auto registration address changes as well as driver's license address changes are free of charge through the State.

Mr. Lee Hunter 10 Walter Scott Way, addressed the issue, he has always used Walter Scott Way. He would like to request that the name remain Walter Scott Way.

Mr. Ingram moves to change the name of the street to Walter's Way. Mr. Campbell seconds. VOTE: Unanimous

d. Bid Awards:

Filter Media- Mr. Dean recommends bid be awarded to Paul Blanford dba PRB Construction for a bid of \$142,300. This is the low bid.

Mr. Campbell moves to award the bid from PRB Construction, Mr. Eastman Seconds, VOTE: Unanimous

Fire Command Car- Mr. Dean recommends the bid is awarded to Sugarloaf for \$11,900. He explained that this includes graphics, which the other bid was lower, but did not include graphics.

Mr. Campbell Moves to award the bid to Sugarloaf Vehicles, Mr. Pace Seconds, VOTE: Unanimous.

Sidewalk Paving- Mr. Pace removed himself since he has had professional dealings with the recommended company. Mr. Dean recommends Sinclair LLC paving for \$88.75/ton. It is noted that the cost has increased, but the increase is unavoidable due to increased petroleum costs.

Mr. Ingram moved to approve the bid to Sinclair Paving, Mr. Campbell Seconds. VOTE: Unanimous

e. Work Session – 2007 Goals- Mr. Dean spoke of his goals for the 2007

GET GOALS FROM RUSS Dean

1. Water/Sewer solution/system issues; update water line replacement program; develop infiltration strategy (i/i); continue to review alternate water sources; tank project implementation. Develop long term water/sewer rates strategy.

2. Town Hall/Town Office Project; appoint working committee, review options for project. Revisit SMRT work and determine further needs/review.

3. CATV contract negotiations/replacement of Sam Bruno/EXTV; hold ascertainment hearings with Comcast (Fall); monitor Fairpoint/Verizon activities. Review sample CATV contracts and continue to work on addressing access issues on channel 22. This goal is “linked” to some extent with a new or renovated Town Hall/Town Office facility, as the Town has to ensure the purchase of new equipment can be either moved or relocated based on the outcome of that project.

4. Negotiation of the police contract with Sergeant/Officer positions.

5. Fire Study- next steps. The Fire study has been delayed by the consultant. An executive summary is expected shortly. The consultant had turnover in his office over the winter, which has delayed the product.

6. Review solid waste and Fire fees; review tax rate projections/budget for 2008; CIP process for 2008-2013; long range financial forecast.

7. Review Financial operations (Tax collection, deposits) along with the LGC review of financial procedures. *Mr. Campbell asks for update on GASB 34.*

8. Personnel. Review structure of classification compensation plans. Salaried and management employees review job descriptions/wage survey. Review personnel plan and adopt new policy for non-union employees.

9. Fire Station Committee/ Subcommittee.

10. Resolution of major personnel issues.

11. Capital Improvement Plan- 2007 every department ensures performance sufficient push from center.

12. Progress on the Epping Road Corridor.

Questions:

Mr. Ingram requests that personnel issues be addressed quickly, and that the department understand the importance of the Capital Improvement Project. Mr. Campbell feels that the Safety and Health Committee issues can wait for 2008.

Mr. Eastman agrees that the Capital Improvement Project is weak in areas, and would like to address the possibility of spitting personnel positions in the town.

Mr. Pace asks if personnel issues include benefits fro non union employees.

Mr. Dean agrees that the HR/AA position needs to be split.

Mr. Pace asks if there is a plan in place for time limits for goals. Perhaps an update on a quarterly basis. Mr. Ingram, Mr. Eastman, and Mr. Campbell agree. Mr. Eastman asks if a citizens committee is being considered. Ms. Gilman questions the duties of the citizen committee and what type of duties they would be charged with.

Mr. Ingram questioned the Town Manager's Efficiency Report, which is due in December, should include goals of the Town Manager which will run from March to March each year with an update on a quarterly basis.

7. Public Hearings

There were no public hearings this evening.

8. Permits & Approvals

a) Abatements & Exemptions

There are no abatements this evening.

b) Permits

There are no permits this evening.

9. Reports

a) Town Manager's Report

1) Mr. Dean announces the Retirement of Fire Lieutenant Phil Kendrick on May 31, 2007 and thanks Lt. Kendrick for his years of service to the Town of Exeter.

2) Mr. Dean has toured the Exeter Elms Campground with Jay Perkins on the river via Canoe and finds all is well.

3) Due to the Water Tank Improvement project, water service will be interrupted on May 8, 2007 on Water Street from Center Street to Spring Street for about 6 hours. The Board inquired whether affected citizens were notified, and this is not known. The notice of water interruption was delivered to the town Office in the morning on May 8, 2007. Mr. Dean noted that citizens may complete a form for complaints and concerns, and these will be a point of discussion with the contractor at a later meeting.

Mr. Dean notes that a possible additional water supply area has been identified in the Newfields Road area.

b) Selectmen's Committee Reports

Mr. Pace: The Arts committee had a Gallery Opening on Friday May 4, 2007 and it is still open.

Mr. Campbell: Planning Committee met on April 26, heard the application of Seacoast Academy, a private middle school which would be located at 356 Exeter Road. The next meeting is Thursday, May 10.

Ms. Gilman: No meetings so far, but Zoning Ordinance Review Committee is meeting on Thursday May 10 at 2:30 PM and will review Zoning Districts.

Mr. Ingram: The Council on Aging met and visited the Exeter High School. The River Committee met and decided to delay a decision to review dam removal. The Rockingham Planning Commission meeting is May 8, 2007.

Mr. Eastman:

10. Public Comment

Ms. Gilman is concerned that the Board is not complying with the State rules regarding Non public Sessions. She states that minutes for non public sessions should be available 72 hours after a non public session. The 91A law is available in the Attorney General's website and Ms. Gilman feels that the public's right to know is important. Ms. Gilman notes that all topics being discussed in the non public session must be in the agenda. After some discussion, all members of the Board agree that the Board must be more diligent in adhering to the rules of non public sessions.

11. Non public Session

12. Adjournment

13. Correspondence

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

Respectfully submitted,

Kelly Geis
Interim AA/HR Director