

1. Call Meeting to Order

Chairman Bob 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. Bill Campbell and Mr. Russell Dean, Town Manager.

2. Public Comment

Martha Pennell appeared to thank those who helped with the Zoning Board meeting. The Police and Fire employees as well as Building and Planning Department employees did a wonderful job on a trying evening. Ms. Pennell would like to see a bathroom on the first floor of the Town Hall and believes that the Town should renovate the Town Hall and Town Office to make them more up to date.

3. Minutes

In the minutes of October 1, 2007, Mr. Campbell notes a correction in the line item of adjournment and moves to approve these minutes as amended; second by Mr. Pace. VOTE: Unanimous. In the minutes of November 5, 2007, Ms. Gilman notes a correction in the line item of abatements and an editorial change in Ms. Gilman's Committee Report. Mr. Campbell to approve these minutes as amended; second by Mr. Pace. VOTE: Unanimous.

4. Appointments

None.

5. Discussion/Action Items

- a. FY08 Water/Sewer Rate Update- Bob Kelly appeared to explain the Water and Sewer Advisory Committee's recommendation for updating the Department's rates. Mr. Kelly presented an analysis (attached) and reviewed it for the Board. Mr. Kelly says that this update of rates is presented in an effort to keep up with growing costs and projects. There will be a next reading on December 3 and another on December 17.
- b. Accept Conservation Easement –Don Clement if the Conservation Commission presents the areas surrounding the Exeter High School that are included in this easement.

Mr. Pace moves to accept the Conservation easement on the High School property as presented by Mr. Clement. Mr. Campbell seconds. VOTE: Unanimous.

- c. Accept Conservation Donation of \$200 from WL Gore Co.- Mr. Campbell presented this donation that is offered by WL Gore Company on behalf of their employee, Jay Sullivan, a Conservation Commission member. This donation is in recognition of Mr. Sullivan's volunteerism.

Mr. Campbell moves to accept the donation of \$200 from WL Gore Company. Mr. Ingram seconds. VOTE: Unanimous.

- d. Accept Sports Equipment Donation: Exeter Ice House- Mr. Dean read a letter from Recreation Department Assistant Director, Greg Bisson (attached). Mr. Pace wonders if the Town accepts this donation, will this become Town property and then more difficult to give away due to the Town's property rules. The Board agrees to table this discussion in order to clarify the distribution method that will be used to donate these items to outside entities.
- e. Sign 2007 Assessment/Sales Ratio Sheet- John DeVittori, Town Assessor, presented the Town's ratio for 2007 was 97.2%. Mr. Pace asked Mr. DeVittori to clarify the Town's commercial property values and Mr. DeVittori stated that the commercial property values increased considerably in 2007 and the State is considering a law to authorize assessments to commercial properties based on financial performance of the location. Mr. DeVittori notes that the comparable sales that are used in assessing are limited in cases of commercial property.

Mr. Campbell moves to sign the Department of Revenue 2007 Sales Ratio Summary. Mr. Ingram seconds. VOTE: Unanimous.

- f. CATV Franchise Amendment- Mr. Dean presented the amendment to the Board, which modifies section 16 of the CATV Contract and has been accepted by Comcast.

Mr. Pace moves to approve this CATV Franchise Amendment. Mr. Ingram seconds. VOTE: Unanimous.

- g. Authorize Town Manager to Sign 2008 Wastewater Grants- Mr. Dean presents that as a result of these grants, the Town has been able to keep their energy costs down in the Wastewater Plant due to the use of Solar Bees.

Mr. Campbell moves to authorize the Town Manager to sign the 2008 Wastewater Grant Applications. Mr. Ingram seconds. VOTE: Unanimous.

- h. No Smoking Policy- Mr. Dean presented the new no smoking policy. Mr. Dean and Mr. Ingram have spoken to many Town Departments regarding this issue. The Health and Safety Committee has reviewed the current policy and agrees that the policy must be changed to include no smoking in all Town buildings and vehicles. Mr. Pace asked if there was any discussion regarding distance from the buildings that smoking was allowed and chewing tobacco. The Board agreed to approve this policy and to keep discussions open for further amendments regarding chewing tobacco and outside of buildings.

Mr. Campbell moves to approve the amendment to the Town No Smoking Policy as presented. Mr. Pace seconds. VOTE: Unanimous.

- i. Mosquito Control Policy- Mr. Ingram asks for an editorial change in section 4 to change "streetwide" to "and streets", Mr. Pace asks for a spelling change to "Adulticide" and Ms. Gilman asks that in section 5.0 the word "Spaying" is changed to "Spray".

Mr. Campbell moves to adopt the Mosquito Control Policy effective December 3, 2007 as presented with editorial corrections. Mr. Ingram seconds. VOTE: Unanimous.

- j. FY08 Budget & Warrant Articles- Mr. Dean asked for any questions that the Board may have with respect to next week's discussion of the FY08 Budget. The Board requests clarification of columns in the proposed budget sheet and to more clearly state the differences in the budget from last year to this year and clarification of Revolving Funds.

6. Public Hearings

- a. Third Reading: Elliot Street No Parking Ordinance- Mr. Campbell requests that Public Works make a line in the road to specify the area that is the sidewalk since there is not a delineation currently in the road.

Mr. Campbell moves to amend the Elliot Street No Parking Ordinance as presented. Mr. Pace seconds. Vote: Unanimous.

- b. Planning Building Fees- Mr. Dean requests that this discussion be deferred to next week since the Planning and Building personnel are not present, but they will be present next week.

7. Permits & Approvals

- a) **Abatements & Exemptions-** (attached)

Mr. Campbell moves to read into the record the abatement that was presented. Ms. Gilman seconds. VOTE: Unanimous.

- b) **Permits**

Mr. Dean presented 4 permits. Mr. Pace asked to verify that Musical Arts is a non-profit prior to final approval.

Mr. Campbell moves to approve the permits as submitted with the stipulation of verification of non-profit status of Musical Arts. Mr. Pace seconds. VOTE: Unanimous.

8. Reports

- a) **Town Manager's Report-**

The next Board of Selectmen meeting is on December 3 and then December 17 will be the final meeting of 2007. The Winter Parking Ban begins on December 1. The Transfer Station continues to offer extra hours. Tax bills have been mailed and they have a due date of December 19, 2007. On Friday, November 29 the Swasey Pavilion dedication and the Festival of Trees will take place and the Christmas Parade will be on Saturday, December 1 beginning at 5:30 PM with a rain date of December 2 at the same time. The Presidential Primary will be held on January 8, 2008 at the Town Hall. Mr. Dean read a letter from Town Clerk Linda Hartson regarding absentee ballots. The Town Building Advisory Committee is hoping to meet again this week.

- b) **Selectmen's Committee Reports**

Ms. Gilman: The Historic District Commission met to review proposed signage fees that must be removed from the guidelines before they can go into effect. There are 2 books available to the public in the Planning and Building office that refer to the care of wood windows. The Heritage Commission will update its page on the website with some historic trivia of Exeter. The Recreation Committee is reviewing their Master Plan in Wednesday.

Mr. Pace: Nothing to report other than his foresight into the election date at a prior meeting.

Mr. Ingram: Nothing to report.

Mr. Pace: The Arts Committee is still running the Fiber Fest this coming weekend, and the public is urged to attend.

Mr. Campbell: The Planning Board met on November 8th and discussed Zoning Board amendments. The Conservation Committee met on the 18th and discussed a number of applications and a letter was sent to the Zoning Board of Adjustments to address the Committee's concerns regarding the Fort Rock Farm development.

Mr. Eastman: Nothing to report.

9. Public Comment

None.

10. Non Public Session-

None.

11. Adjournment- At 8:27 PM Mr. Campbell moved to adjourn; second by Mr. Pace. VOTE: Unanimous.

Respectfully submitted,

Kelly Geis
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