

- 1, 2. Convene the meeting & introduce Board members.

Chairman Lionel Ingram convened the Board in the Nowak Room on the above date at 7:00PM. He introduced those present: Selectmen Robert Eastman, Paul Binette, William Campbell and Joseph Pace, and Town Manager Russell Dean.

3. Minutes: January 11, 2006

Mr. Binette moved to accept the minutes as presented; second by Mr. Pace. Mr. Campbell noted references to several changes and votes taken at the meeting that were not reflected in the copy of the warrant attached. Barbara Blenk, Board Secretary, noted the warrant attached was the draft discussed at the meeting and not the result of the meeting; the action taken at the meeting was recorded in the minutes. VOTE: Unanimous.

4. Bid Award: Lantern Lane Sewer Project

Mr. Dean noted the DPW has consulted with Underwood Engineers, Inc., the design engineer of the Lantern Lane Drainage Improvements project, and the recommendation is to award the project to Jamco Excavators, LLC of South Hampton, NH. They are the lowest of three bidders for the project. The original bid exceeded our budget but we were able to reduce the scope of the project and negotiate costs mutually agreeable. The cost is \$100,046. ***Mr. Campbell moved to award the bid for the Lantern Lane Drainage Improvements to Jamco Excavators, LLC for \$100,046; second by Mr. Pace. VOTE: Unanimous.***

5. Nathan Szanton: Project Update (Squamscott Block)

Mr. Szanton stated this is his last presentation to the Board prior to the submission of paperwork to obtain tax credits (a major factor) for his project. Items to be discussed include: a) letter of support from the Board for the project; b) information concerning area towns with Downtown Growth Districts; c) fire escape plans.

Fire escape: Mr. Szanton noted with the Town not including the funds through the budget process to remove the fire escape (and provide one within the building), and not wishing to hold up the project, he has had parking spaces redesigned to fit. The stairs intrudes 1'9" into the project. By lining the spaces at a slight angle (70 degrees), vehicles will not stick out as far in the banking area and will not need to be as close to the building. He would, however, still require a mutual exchange of easements (through Town Meeting vote).

Mr. Binette stated he has viewed the area and feels there is no way the spaces would fit. Mr. Szanton noted the project will re-grade, fill, re-curb and fix a new path for the area in question. This has been discussed with the Planning Board and awarded a variance for parking by the Bank. The Technical Review Committee has also reviewed and approved and two public hearings were held. Chairman Ingram noted the reason for the discussion tonight was to inform the Town the funds are no longer needed. Planning Board approved the other issues.

Michael Lambert, Locust Avenue, asked the status of the fire escape as the Fire Department has proposed and spoke of the need for it to be enclosed. Are the funds still available for the improvements to be made? Chairman Ingram noted the Town Meeting did not pass the fire escape article.

Mr. Szanton asked permission to not turn the area over to the Town till his construction is complete, in order to provide an area for the construction crew to park. Mr. Eastman stated we have no parking there anyway – sees no problem with waiting. Chairman Ingram asked that details be worked out with the Town Manager.

Downtown Growth Area: This was agreed to at the December 5, 2005 meeting and was reworked into a document for Board signature. Mr. Eastman and Mr. Campbell both inquired about the ‘full-time or part-time manager’ that has been hired in other communities with the Main Street Program, and stated they were not in favor of this, nor was it agreed to. Mr. Szanton stated those are only in place when the actual “Main Street Program” is adopted by the town, not the ‘Growth Area District’. Mr. Binette expressed concern the designation gives a ‘plug’ to the downtown restoration project proposed for this year’s Town Meeting warrant – of which he is not in favor. Mr. Binette stated he would sign the letter but still not support the downtown project. Chairman Ingram noted it was not intended as a “plug”.

Support Letter: Mr. Szanton noted this letter is needed for the project, either collectively from the Board (preferred) or from individual selectmen. Mr. Eastman stated the Planning Board has discussed the parking problem and he believes the applicant must return for further discussion. He will sign the letter and deal with the parking issues at a later date. ***Mr. Pace moved the Board sign the letter of support for the Squamscott Block project; second by Mr. Eastman. VOTE: Unanimous.***

Mr. Dean asked about the construction schedule. Mr. Szanton stated once the two financial pieces are complete, a decision on the project is expected in early April; the architectural staff will begin full details in April and May with a final price in June. He hopes to close on the project in July and begin construction in July, lasting 12 months. He anticipates rentals beginning July, 2007.

6. Review Land Use Training for Boards.

Chairman Ingram stated Chairman from the Boards/Committees in question had been invited to the meeting to discuss land use training. They had provided memos with their concerns; Chairman Ingram invited them forward.

Conservation, Donald Clement: He just received the draft policy this evening (as did others; Board received Saturday – copy attached) and would have preferred to be involved in drafting the policy rather than comment on one already drafted. He questioned what kind of training would be required and whether it would be mandatory vs. voluntary.

Historic District Commission, Fred Kollmorgan: He noted it was an ambiguous draft and would prefer passing along to other members of the Commission for their comments. Once those are received, he would then like to negotiate another draft policy. Chairman Ingram noted that with four different committees, with all very different issues, the policies may all be different.

Planning Board, Langdon Plumer: He felt the draft was a very good start but he needs time to review. He noted there is tremendous training through State, RPC, Chamber of Commerce forums, etc. They also have Standard Operating Procedures for the Planning Board. He stated members are constantly learning, hence why many members stay for extended terms.

Zoning Board of Adjustment, Michael Dawley: Mr. Dawley thanked the Board for getting this subject up and running. There is a lot of effort needed to insure consistent training. He suggested adding “recruitment” and training to the policy. He noted for 5 years, ZBA had low membership and it was difficult to conduct meetings and business. The training would provide the right orientation for what members would be “getting in to”. Chairman Ingram asked about recruitment of the other Chairmen – they all agreed.

Chairman Ingram suggested the Town Manager work up a program and schedule for meetings with the Committee chairmen and the Town. Mr. Campbell volunteered to serve as a representative from the Selectmen.

Mr. Lambert hoped enactment of the policy would not lend itself to an exclusionary process, with the “regular” citizen with a small amount of time to volunteer for town service now not able to do so with the training time involved. Chairman Ingram noted the task to no impact the Board with special interest residents but they must recognize there are legal aspects to be covered to be able to participate fully.

7. Cable Television Contract Committee Update.

Mr. Dean reported the Town is preparing to enter into contract negotiations with Verizon with respect to a new cable TV contract. They have been in town the last few months, hanging cable for their fiber optic product. They are required to negotiate the cable TV portion of their service with the Town, those they are allowed to offer high-speed internet & phone service without a contract. The Town also has a contract in place with Comcast for cable service, set to expire in 2009. They have contacted him about the possibility of beginning renewal negotiations earlier than anticipated.

The current “Cable Television Contract Committee” is charged with recommending acceptable cable franchise agreements to the Board of Selectmen and to identify cable-related community needs and past performance. We currently have openings on the committee which should be filled prior to work getting started on upcoming events. Mr. Dean also noted the ‘community access’ petition article from the 2005 Town Meeting was approved. It requested several items: 1) Town’s cable channel(s) be designated Government, Education and Community Access; 2) establish a Community Access Cable TV Committee with Board representation from various interest segments of the community charged with the responsibility for overseeing the appropriate programming, scheduling & channel access; 3) allocate one-third of the approximately \$24,000 annual cable payment to the Town for the purpose of community programming & broadcast.

Mr. Pace noted that though the Board would delegate the Committee to negotiate with the companies and work on the warrant article, the Board of Selectmen maintains authorization over what is broadcast. He recommended drafting an expanded charge and increasing the number of members.

Herb Moyer, Westside Drive, appreciated the Board discussing the issue and recognizing the resource the Cable channel has rather than just for Town and School-sponsored use. There is a large range of topics that could be shown, i.e. lecture series, an example of an upcoming PBS Economic Reporter at the Congregational Church at the end of the month, whose talk is not being recorded. He noted he served on the original committee, as a Selectman, when cable first approached the Town. He suggested legal assistance when negotiating, but he is interested in serving on the committee. He also suggested that Sam Bruno, Coordinator of the Cable Access channel and employee with the school, be given permission to use his discretion at opening up the programs to be shown.

Mr. Lambert stated that negotiating both contracts at once could be a good thing for the residents. He stated, however, the channel is not be used as it could or should be, noting the Town of Raymond has full access and even provides programming out in the field.

Mr. Pace stated legal counsel is always involved during negotiations. He stated the move to the new school could provide issues and challenges, noting the broadcast currently is operated from the school. He suggests drafting an expanded charge, time frame and any suggestions the Board wishes to see. He will work with Mr. Dean over the next 4-6 weeks.

Mr. Moyer asked if the deliberations were going to be broadcast. They could be.

8. Meeting with the Board: Tom Welch, Cingular Wireless.

Attorney Tom Welch, representing Cingular Wireless, was presented to present information on a proposed tower on town-owned property off Cross Road. If constructed, this would provide coverage to the substantial gaps in that area. Cingular is interested in leasing the 100' x 100' piece of property for a fenced compound around a 135' mono-pole. The pole could handle four carriers, though the other three would need to approach the Town to locate their facilities in the Town. The Town would receive a portion of the rental they would pay to Cingular. He noted the present water tank would not provide the height necessary, and only one carrier could use the tank.

The details would include: 5 year renewable lease (though it would required Town Meeting action; Board could enter in a one-year lease before Town Meeting action and renew later); good location which would provide service; there is space for equipment shelters within the compound, with wires located within the pole; income from the lease; public safety would be offered space on the pole for their equipment at no charge (lower on pole and requires less frequency); each carrier would provide a percentage of their rent to the Town.

Mr. Dean noted the Building Inspector has reported that Cingular would be required to go through the permitting process, seeking a special exception, as it is privately owned even though on Town property. Attorney Welch was seeking interest from the Board as a first step. If the process then falls apart (location, permitting, etc.), then a different location would be sought. Chairman Ingram suggested working with the Town Manager to start the process. Mr. Campbell expressed concern that if the lease is not renewed, the property would not be repaired back to its original state. Attorney Welch stated the lease the Board was viewing is a standard lease and revisions would be made.

9. First reading: Police Detail Fee – Police Cruiser

Mr. Dean stated Police Chief Kane had researched the history of the cruiser charge and noted we have not raised the fee from \$8.00 since January, 2000. In 2005, slightly over 1000 hours were billed and revenues received of \$8,562. Raising the fee, based on the cost of maintenance and gas for the vehicles is recommended; he suggests \$1.00 more. The Board suggested the fee be raised to \$10. This is the first reading.

10. Project Update: Town Office/Town Hall Feasibility Study

Mr. Dean reported he, along with DPW and Maintenance, met with SMRT to get a sense of the ‘big picture’ options, of which there are 5 (draft proposal attached). He noted the Committee will meet soon to discuss the issues involved further, though this report will at least assist with the thought process.

Items discussed by the Board included relocation costs, negotiations necessary with SAU #16 if the Tuck building is used, appropriate square footage, parking at the Town Office is enlarged.

The consensus of the Board was to look toward proposal #3 “Renovate & expand Town Office & renovate lower level of Town Hall”, with #5 as an alternative option (“New Town Office Building”). It was noted the square footage for #3 could be more, as there is 13,300 sq. ft. at the Town Office and the total listed shows 14,600. It is believed the lower level of the Town Hall would provide more than 1,300.

11. Authorize Town Manager to sign State MAAP Project Agreement (Town Clerk).

The Town Clerk is asking for an agreement with the NH Office of Information Technology which would commit the Town to ensuring data privacy and security when using State equipment. The agreement is focused on the Town Clerk’s office, where State PC’s are used to transmit demographic data back and forth between the Town and the State. The system is currently part of our motor vehicle registration process. ***Mr. Campbell moved to authorize the Town Manager to sign the Agreement with the State of NH Office of Information Technology regarding the use of State computer equipment in the Town of Exeter; second by Mr. Eastman. VOTE: Unanimous.***

12. Town Manager’s Report:

- Filing for both Town and School candidacies begins January 25th through February 3rd (5PM) at the Town Clerk’s office and SAU #16 offices respectively. Positions are listed on the web site.
- Congratulations are extended to Jennifer Perry, our Town Engineer, for completing the Road Scholar I program through UNH;
- The sound on the live broadcasts of Channel 22 has been experiencing difficulties of late. Sam Bruno has been working with Comcast to determine the problem – which appears to be an audio snake. The vendor has been contacted for replacement. Mr. Dean noted the sound on the taped re-broadcasts have been fine.

13. Permits:

- Boy Scout Paul DeTurk, of Troop 459, has requested permission to replace the Town Hall stage as his Eagle Scout project. The permit requests use of the Hall and Stage during February vacation. The work has been reviewed by the Maintenance Supt.
- New Outlook requested use of the Town Hall on February 22nd from 2-12PM for a film festival;
- Exeter Garden Club requested use of the Town Hall from May 11 – 14th for a yard sale;
- GFWC Women’s Club requested the Town Hall on April 2nd for an Antiques Appraisal from 1-4PM;
- RCA Head Start requested the Wheelwright Room on February 8th from (-11:30AM for a by-laws meeting;
- Chamber of Commerce requested the Nowak Room on March 8th from 8:30-10:30AM for an organizational meeting of the Kitchen Tour Committee;
- Phillips Exeter Academy requested blocking off spaces on various streets to board students on buses on the following dates: March 11th (6AM-2:30) June 8th (6AM-2:30) June 8th (3-6:30PM); June 11th (graduates 6AM-2:30PM);
- Tour de Cure Bike Tour coming through Town, for the American Diabetes Association, between 7AM and 4PM on May 7th.

Mr. Binette moved to approve all permits as presented; second by Mr. Campbell. VOTE: Unanimous.

14. Selectmen’s Committee Reports:

- Mr. Eastman and Mr. Binette: None
- Mr. Pace: HDC met this past week but he was unable to be present. Mr. Dean, Jack Sheehy and Mr. Pace all testified in Concord concerning reimbursement to the Towns directly involved with train locations along the Boston-Maine corridor, including Exeter, Durham and Dover. All seemed positively accepted. This is the last meeting prior to the Deliberative Session: Saturday, February 4th beginning at 9AM at the Town Hall.
- Mr. Campbell: None.
- Mr. Ingram: River meeting this past week and discussed how to improve the navigation along the river and the quality and educative process on how to keep the quality high. The Safety Committee met with no major issues and he is impressed with the number of months the Town’s employees have had extraordinary safety performances, with only minor injuries.

15. Public Comments:

David Burden, a member of the Budget Recommendations Committee, announced he is moving to California on February 5th and will no longer be able to serve. He thanked Mr. Binette for getting him involved in the Town through the Budget process. The Board thanked Mr. Burden for serving these past two years.

Mr. Eastman moved to adjourn; second by Mr. Campbell. VOTE: Unanimous. Time: 9:05PM.

Respectfully submitted,

Barbara A. Blenk
Admin. Asst/H. R. Dir.

Attach.