

1, 2. Convene the meeting/Working Session.

Chairman Binette convened the Board at 6:30PM. It was moved and seconded to adjourn to a non-public sessions under RSA 91-A to discuss a personnel matter..

3, 4. Reconvene regular meeting – 7:00PM.

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

5. Minutes: April 3<sup>rd</sup>, 2006.

***Mr. Pace moved to waive the reading of the minutes of April 3<sup>rd</sup>, 2006 and accept the minutes as presented; second by Mr. Eastman. VOTE: Unanimous.***

6. Proclamation: National Volunteer Week, April 23-29, 2006.

Mr. Pace read a proclamation declaring April 23-29, 2006 as National Volunteer Week. The proclamation recognized the importance of volunteering in your community, and it recognized the impact volunteers have in the community.

Mr. Michael Favreau, Director of Parks and Recreation, also spoke about National Volunteer Week. Ideally Mr. Favreau would have liked to thank each and every person that volunteers for the Town of Exeter, but we have over 400 volunteers throughout the course of a year, with 125 of them during the spring alone. Mr. Favreau stated that Philips Exeter Academy had over 50 volunteers working last week alone for the Adopt-A-Garden day; volunteers help with the Easter Egg Hunt, Fishing Derby, and Parks Discovery Day, among other things.

Mr. Favreau wanted to publicly thank all of those who volunteer, not just those who coach (although they are a major part of the group), but all of those who give their time on behalf of the community. The Board agreed with his thanks.

7. Proclamation: Building Safety Week, May 7-13, 2006.

Mr. Pace also read a proclamation declaring May 7-13, 2006 as Building Safety Week. The proclamation discussed the importance of building safety and fire prevention, and it mentioned the International Codes, the most widely adopted building safety and fire prevention codes in the nation, which is the organization that sponsors Building Safety Week and promotes it as a method to educate the public on the importance of building safety to ensure that the places where we live, work, play and learn are safe..

Mr. Doug Eastman, Building Inspector, was also on hand to draw attention to the events occurring during Building Safety Week. He also thanked members of the Building and Planning Department, especially Ms. Christine Szostak, for the hard work they put in for this week.

Mr. Pace also mentioned the importance of including fire safety and prevention in this as well, as that is also an important factor. Mr. Ken Berkenbush, Assistant Fire Chief, was also on hand to answer any questions.

9. Bid Opening: Sportsman's Club Site Characterization.

Chairman Binette opened bids received for the Exeter Sportsman's Club Site Characterization.

First one opened was from Geosphere of Exeter, with a bid of \$28,200. The second bid was received from Gemini Geotechnical Associates, Inc. of North Hampton, in the amount of \$78,085. Third bid was from Dick Peddicord & Company of Heathsville, VA, with a bid of \$38,973. Fourth bid was from Loureiro Engineering Associates, Inc. of Plainville, CT. Their bid was in the amount of \$61,350. The fifth bid was from Hydroterra Environmental Services out of Dover, NH, and their bid was in the amount of \$23,825. A sixth bid was received from JGI Eastern, Inc. from Manchester, NH, with a bid of \$35,500. Geosight, Inc. of Manchester, NH submitted the seventh bid in the amount of \$35,410. The final bid was submitted by URS Corporation of Salem, NH. This bid was in the amount of \$25,000.

***Mr. Campbell moved to refer the bids to the Town Manager and appropriate departments and to report back with their recommendations; second by Mr. Pace. VOTE: Unanimous.***

10. Bid Opening: Garrison Lane/Pickpocket Bridge Painting.

Chairman Binette opened bids received to paint the Pickpocket Bridge and the Garrison Lane Bridge.

The first bid was received from Prime Coating, Inc., of Salisbury, MA. Their bid to paint the Garrison Bridge was \$32,000, bid for painting the Pickpocket Bridge was \$27,000, with a total bid of \$59,000.

Chairman Binette asked for clarification from Mr. Jay Perkins that the Pickpocket Bridge expense was to be split between Exeter and Brentwood, and 100% of the Garrison Lane Bridge will be paid by Exeter. Mr. Perkins confirmed this agreement.

Chairman Binette moved onto the next bid, which was from Modern Protective Coatings, Inc. of Hudson, NH. The bid to paint the Garrison Bridge was \$27,300, the bid for the Pickpocket Bridge was \$47,700, with the total cost of \$75,000.

***Mr. Campbell moved to refer the bids to the Town Manager and appropriate departments and to report back with their recommendations; second by Mr. Pace. VOTE: Unanimous.***

11. Board Discussion: FY06 Paving and FY06 Sidewalk Proposals.

Mr. Dean said that our current paving and sidewalk contracts are set to expire, and the Department of Public Works has been evaluating whether to stay with their current contractors or go out to a sealed bid for new rates. Mr. Dean referenced information in the Board's packets that stated the towns of Epping and Stratham had gone to bid for the same contractors and received rates that were much higher than the rates our current contractors have proposed. Mr. Dean and also the Department of Public Works recommend the proposed rate of \$44.90 per ton laid from Bell & Flynn, Inc., and also

the proposed rate of \$64.25 per ton laid from Durell Enterprises, Inc. Mr. Dean felt this would be a good opportunity for the Board to discuss this proposal.

Chairman Binette stated he spoke with Mr. Jay Perkins, Highway Superintendent, today and questioned him on a few things. Mr. Perkins was on hand to answer these questions again in front of the entire Board.

Chairman Binette questioned why Durell handled only sidewalks and not roads, and Mr. Perkins stated that Bell & Flynn have a special street paving machine which Durell does not have. Mr. Perkins also noted that other towns have gone out to bid and have received the following quotes: New Durham - \$46.00 per ton laid; Raymond - \$48.04 per ton laid; Stratham - \$48.04 per ton laid.

Mr. Pace noted that we have been in this position before, and he realized that if they went out to bid, they may not get as good of a price and may not know the quality of the work involved. We have a good idea of the quality of work we currently receive, and he felt that is enough to make the decision of renewing our current contract a logical option.

Mr. Ingram brought up the idea of competition and the importance of having competition for contractors. He pointed out that choosing this option would not be avoiding competition, but merely avoiding paying a bigger bill if they don't have to.

***Mr. Pace moved that the Board of Selectmen approve a one-year extension of the current paving contract with Bell & Flynn for the amount of \$44.90 per ton for bituminous concrete laid in place; second by Mr. Eastman. VOTE: Unanimous.***

***Mr. Pace moved that the Board of Selectmen also approve a one-year extension for sidewalk construction with Durell Enterprises in the amount of \$64.25 per ton laid; second by Mr. Campbell. VOTE: Unanimous.***

12. Request for Transfer of Funds: Tree Removal in Exeter River.

Mr. Dean said that there is a tree of significance in the Exeter River that needs to be removed. The River Committee has had quite a bit of discussion about this tree. Although there is not a strict policy currently in place, the River Committee agrees that the tree needs removal. The Town received a quote for \$2500.00 to remove the tree, and the Department of Public Works has a \$10,000 tree maintenance account which we could use funds from to pay for this project.

Mr. Pace thought in the past the Town went to bid for a one-year contract with a tree service company to address issues such as this. Mr. Perkins said that currently we do not have one contractor in place, as they have not had major issues such as this to warrant the expense of having one contractor 'on call' for these types of events.

Mr. Perkins discussed some of the details of this particular tree that make it rather unique. Due to the size and location of the tree, the proposed contractor, Urban Tree Service, would bring the equipment in on specialized mats to help remove the tree.

Mr. Campbell asked if the contractors would be working from our land, which Mr. Perkins stated they would. Mr. Campbell questioned where they would be coming in from, and if they could

guarantee the land would be left unharmed. Mr. Perkins said the mats would be laid down to help ensure the land is left in tact. Mr. Campbell suggested Mr. Perkins work with Mr. Don Clement on this project.

***Mr. Ingram moved that the Board of Selectmen approve the use of \$2,500.00 to remove the tree in the Exeter River as presented by the Town Manager; second by Mr. Eastman. VOTE: Unanimous.***

13. Nomination of Tree Warden (State Appointment).

Mr. Dean explained that the position of Tree Warden, responsible for care and maintenance of public shade trees, is a state appointment made based on nominations of the local governing bodies. The State does not have on record an official appointment for the Town of Exeter, although Mr. Jay Perkins has been handling these responsibilities. Mr. Dean asked that the Highway Superintendent now be officially charged with the tasks of Tree Warden.

Mr. Campbell thought there had previously been a Tree Warden from Exeter back in the 1980's, but he was unsure what happened with that. Mr. Campbell felt Mr. Perkins was a great nomination.

Mr. Pace asked if long-term we envisioned the Highway Superintendent to hold this role, or are we asking that the Highway Superintendent hold this responsibility just because Mr. Perkins is currently the person handling this and happens to be in this position. Mr. Pace questioned what would happen if Mr. Perkins moved into another position – would he continue to serve as Tree Warden or would they then have to revise additional job descriptions to reflect this?

Chairman Binette said they also have the option to appoint more than one official. Mr. Dean felt that could cause confusion up-front, but once a Tree Warden is appointed and settles into their role, they may decide to nominate more than one person.

Mr. Ingram pointed out that the intent is to modify the job description of the Highway Superintendent to include this responsibility. Mr. Campbell noted that he would prefer to nominate a person versus a position. Mr. Dean explained they wanted it noted as part of his job description so it is clearly stated as the Highway Superintendent's responsibility. Mr. Ingram suggested moving it from 'Essential Job Functions' to 'Other Related Duties' and changing the verbiage to 'This position *may* serve as Tree Warden.'

Mr. Pace wanted to be careful not to tailor job descriptions based on the current person in the role.

***Mr. Eastman moved the Board of Selectmen nominate Jay Perkins as Tree Warden for the Town of Exeter, to be forwarded to the Director of the Department of Resources and Economic Development; second by Mr. Campbell.***

Mr. Pace wanted to make sure Mr. Perkins is not doing work that he's not being compensated for. Mr. Dean said that they will look at the work involved in this position in the first six months, and at that time they review the position description and analyze if his duties and responsibilities have changed.

Chairman Binette reiterated that they were nominating Mr. Perkins and that the job description would be left alone; Mr. Eastman confirmed this was correct.

***VOTE: Unanimous.***

14. Nomination of Local River Management Advisory Committee (State Appointment, 2 positions).

Mr. Dean explained that RSA 483:8-a establishes a Local River Management Advisory Committee, with members to be nominated by the local governing body and appointed by the Commissioner of the Department of Environmental Services. Two local residents, Mr. Don Clement and Mr. John Henson, have applied to be nominated by the Board to the State for appointment. The Committee needs at least seven members, with at least one person from each municipality through which the River flows.

Mr. Pace asked if there are a limited number of seats on this committee, and if so, would Exeter be taking seats away from other municipalities by nominating two candidates? Mr. Pace also asked how many municipalities would be represented by this committee, to which Mr. Ingram answered there would be 10. Mr. Dean said the committee had to have at least seven members but could have up to twenty, which would allow Exeter to nominate two candidates without taking seats away from other municipalities.

***Mr. Campbell moved the Board of Selectmen nominate Mr. Don Clement and Mr. John Henson for membership on the Local River Management Advisory Committee; second by Mr. Eastman.***

***VOTE: Unanimous.***

15. Town Manager's Report.

- Town Office/Town Hall Improvement Committee will be meeting tomorrow (April 18, 2006) at 2:00 pm. Mr. Dean expected some good fruitful discussions on a new schematic that involves just the Town Office.
- Last week a Department Manager's Meeting was held, and the group is beginning to look at Organizational Culture and Employee Recognition Programs, among other things.
- The next Board of Selectmen's Meeting is scheduled for May 1, 2006, and the primary focus will be on water and sewer issues, including a discussion on water/sewer rates. St. Michael's will return to continue that discussion, and Ms. Victoria DelGreco will be present with a recommended ordinance change and to discuss a policy on wastewater.
- The CIP (Capital Improvement Program) process will be kicking off on Wednesday, April 19, 2006, so we will be keeping you up-to-date as that process unfolds.
- May meetings scheduled for the Board of Selectmen will be May 1 and May 15.

Mr. Eastman had one question for Mr. Dean. Mr. Eastman understood that at the Department Manager's Meeting there was talk about doing away with cell phone use at the Town Office. Mr. Eastman hoped that they would not attempt to do a blanket policy for the building. Mr. Eastman felt if we are moving to be a true customer service organization, he couldn't imagine telling people they need to leave if they needed to contact someone for information pertaining to their transactions.

14. Permits.

Mr. Dean presented the following for action:

- The Exeter Brass Band requested to block off Front Street at Water Street and Court Street on July 3, 10, 17, 24, and 31 from 7:00 pm – 9:30 pm for Concerts.
- The Exeter Brass Band requested use of the Bandstand on July 3, 10, 17, 24, and 31 from 7:00 pm – 9:30 pm for Concerts.
- The Great Bay Group Workcamp requested use of the Bandstand on May 6 (May 13 if it rains) to sell Krispy Kreme donuts and plants to raise money for the group.

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

17. Selectmen’s Committee Reports.

Mr. Campbell: Had his first meeting with the Planning Board, and he learned a lot about salt water. He said we have 45 acres of salt water marsh land, and we are looking to do restoration on these lands to help control mosquito issues.

Mr. Pace: Arts Committee is still looking for members, and the Historic District Meeting will be held on Thursday, April 20<sup>th</sup>.

Mr. Ingram: Nothing to report at this time.

Mr. Eastman: Nothing to report at this time.

Mr. Binette: The Rec Advisory Committee met and most of the discussion revolved around Parks Discovery Day, and he mentioned Wally will be here for the cookout from 11 am – 1 pm that day. They will need a lot of volunteers for this event – anyone interested can contact Mr. Mike Favreau at the Parks and Recreation Department for more information. He also mentioned the Spring Fling sponsored by the Meals on Wheels program held at the Senior Citizens Center, which Mr. Binette, Mr. Campbell, Mr. Dean and Ms. Lund attended.

Public Comments: None.

***Mr. Pace made a motion to move to non-public session under RSA 91:A to discuss a personnel issue; second by Mr. Eastman. VOTE: Unanimous. Time: 8:08PM.***

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

Respectfully submitted,

Julie A Lund  
AA/HR Dir.