

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

December 22, 2008

1. Call Meeting to Order

Chairman Joe Pace convened the meeting in the Nowak Room at the Town Offices at 7:00 pm and introduced other members of the Board: Mr. Bob Eastman, Mr. William Campbell, Ms. Julie Gilman, Mr. Matt Quandt and Town Manager, Russ Dean.

- 2. Public Comment** – Fire Chief and Emergency Operations Director, Brian Comeau came forward to speak about where the Town stands with the power outages. The Fire Department has been very busy and has received 300 calls as of today. A shelter was opened at the old high school. There were 65 residents the first night at the shelter. The shelter moved to the Talbot Gym as numbers of residents dwindled. Both shelters are now closed. There are currently 6 residents with no power because of services ripped of homes and down trees. Mr. Pace praised the great efforts of all departments involved and thanked them for all the long hours put into helping Exeter residents. A formal after action report would be good to have to better communications. There will be a critique of the incident. The communication in these situations is a critical point. Mr. Dean congratulated all departments who stepped up to the plate. Everyone's dedication was tremendous. They deserve a load of gratitude.

Public Works Director, Jennifer Perry spoke about the snow situations in Town. The employees who plowed put in long hours to keep the Town safe. The Department of Public Works will be doing all they can and asks for the resident's patience. Mr. Campbell commended all involved in snow removal and said they have done a wonderful job keeping up.

3. Minutes & Proclamations

- a. Minutes of December 8th, 2008 – Mr. Eastman had a question about Mr. Pace not being a candidate for running for Chairman of the Board of Selectman. Mr. Pace stated that it should read he will not be a candidate for the Board of Selectman.

Mr. Campbell moved to waive the reading of the December 8th, 2008 minutes and accept them as amended; Mr. Quandt seconded. VOTE: Unanimous. Mr. Eastman abstained from the vote.

4. Appointments - none

5. Discussion / Action Items

- a. Great Dam Update: River Committee

The River Committee discussed the DES proposal for a dam removal study at the Committee meeting on December 11th. DPW and representatives from the River Committee came before the Board to share information and recommendations from that meeting. Mr. Quandt reported what was discussed at their meeting. Chairman of the River Committee, Lionel Ingram, spoke to the Board. He stated that the recommendation to the Board is to continue the process with the state to find more water supply resources. He also suggests getting relief of deficiency and to get the dam certified to be removed. There is no reason to hold this up if the state comes through with financial assistance. There are a lot of issues before the dam removal but this is good to move

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forward with. When DES comes back in to speak with the River Committee in February, they will talk about the removal of the dam.

Mr. Quandt moved to authorize the feasibility of water supply for the dam removal study subject to the following conditions: 1) the study be completed by June 30th, 2009; 2) the study be 100 % funded by DES; 3) the study not impede other dam related efforts including modifications; Mr. Eastman seconded. VOTE: Unanimous.

b. Inflow/Infiltration Program Contract

The DPW is recommending Underwood Engineers be contracted to perform the Town's Inflow/Infiltration program. Jennifer Perry spoke to the Board. She handed out a draft to all the Board members. This will be funded from the Sewer Budget.

Mr. Campbell moved to approve Underwood Engineers as the contractor for the I/I program and authorize the Town Manager to execute a contract for the program; Ms. Gilman seconded. VOTE: Unanimous.

c. FY09 Budget Review and Warrant Articles

This is the Board's third review of the FY09 Budget following the Budget Committee Meetings of November.

Paving: Mr. Campbell suggested staying at \$500,000. Ms. Gilman agreed with Mr. Campbell and also said that it is part of infrastructure to keep the Town safe.

Mr. Campbell moved to amend the paving budget to \$500,000; Ms. Gilman seconded. VOTE: Unanimous.

Mr. Campbell moved to amend out of state travel to \$0; Mr. Quandt seconded. VOTE: Unanimous.

Cruisers: Mr. Pace stated that he is uncomfortable with both cruisers coming out of the budget. Mr. Campbell thinks at least one should go in.

Mr. Eastman moved to put both police cruisers back into the budget for \$55,600; no second. Motion Fails.

Mr. Campbell moved to put one police cruiser back into the budget for \$27,800; Ms. Gilman seconded. VOTE: Unanimous.

Meals on Wheels: Donna Shlackman from the Exeter Region Transportation Committee spoke to the Board. She would like to expand on transportation services that Exeter has. The Local Option Fee was approved to do this and was expected to bring an additional \$33,000. The funds for transportation came from general fund originally. The Budget Recommendation Committee's decision for the transportation budget will reduce the services available to people. Donna handed out her recommendations to the Board. Donna spoke of Task, Meals on Wheels, a new van service and Coast. There were questions on what part of the transportation funds are warrant articles. Mr. Pace suggested spending more time on this subject and look into the numbers in the budget more closely. This will be on the January 5th agenda with a public hearing in the 13th of January.

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Recreation Revolving fund: The Board needs to determine whether to keep the revolving fund or not. Mike Favreau, Director of Parks and Recreation, talked about the work that was planned for 2009. Since there is no money there for the work it will more likely happen in 2010. This planned work would go as CIP projects for \$60,000-65,000. Mr. Pace suggested coming back to this and having 3 options to hear at the January 5th meeting.

Vacant positions: There are vacant positions for the Town. The Board needs to decide if they should fill the positions or leave them unfilled. The vacant positions are; a media position, an HVAC position for Public Works, a Water/Sewer Management position, a part time secretary position for the Police Department, and a Police Sergeant position. Police Chief Kane said that the Sergeant position will need to be filled in 2009. Jennifer Perry said that the Water/Sewer Management position is being covered by other employees but it is taking away from their work. The HVAC position is being done after hours by an employee who has another full time job. Mr. Dean recommended monitoring the activity for 3 months. Mr. Eastman is in favor of keeping all positions in the budget that way if a person with the right qualifications is found, the position can still be filled. The Board agreed with Mr. Eastman.

Industrial Drive Culvert for \$135,000: Mr. Pace decided to move this to the warrant articles list.

Mr. Eastman had a question on Sewer Fund FICA line item amount and a Public Works line item amount. Mr. Pace stated that Doreen will look into this and get back to the Board.

Warrant Articles:

Mr. Campbell moved to support all 8 Social Service Articles as warrants; Ms. Gilman seconded. VOTE: Unanimous.

Mr. Campbell moved to support the High Capacity Pump for \$30,000 in the budget; Mr. Quandt seconded. VOTE: Unanimous.

Mr. Quandt moved to support the Library Elevator retrofit as a warrant article; Mr. Eastman seconded. VOTE: Unanimous.

Mr. Eastman moved to support the lease purchase for a new sidewalk tractor as a warrant article; Mr. Campbell seconded. VOTE: Unanimous.

Mr. Quandt moved to support the warrant article for the Portsmouth Avenue Reconstruction; Mr. Eastman seconded. VOTE: Unanimous.

Mr. Eastman moved to support the warrant article for a new wood chipper; Mr. Quandt seconded. VOTE: Unanimous.

Mr. Eastman moved to add \$125,000 to the Water budget for the sleuth gates; Ms. Gilman seconded. VOTE: Unanimous.

d. FY08 Encumbrances

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The first encumbrances to be voted on are: the Impact fee study, Trail Management, the Town Clerks Office, and the additional Town Clerks encumbrance.

Mr. Campbell moved to encumber these amounts as stated conditional upon executed contracts; Mr. Eastman seconded. VOTE: Unanimous.

The next encumbrances require a one year carry over. These are the Gilman Park purchase, the DPW Storm Water Evaluation Survey and the Inflow/Infiltration program.

Ms. Gilman moved to carry these encumbrances over for one year; Mr. Eastman seconded. VOTE: Unanimous.

Mr. Eastman moved to encumber \$300,000 for 2009 for the I/I program if the professional services contract with Underwood is executed by the close of 2008; Mr. Campbell seconded. VOTE: Unanimous.

6. **Public Hearings** – none
7. **Permits & Approvals** –
 - a. Tax Abatements & Exemptions –
Map 95 / Lot 64 / Unit 59.

Ms. Gilman moved to approve the abatement as presented, Mr. Quandt seconded. VOTE: Unanimous.

Change of description of property: Map 52 / Lot 84 / Unit 7.

Ms. Gilman moved to approve the change of description of property; Mr. Campbell seconded. VOTE: Unanimous.

- b. Water/Sewer Abatements - none
- c. Permits –
 1. The Exeter Women's Club requested a permit to use the Town Hall for an Antique Appraisal on April 19th, 2009 from noon to 5:00pm.
 2. Scott Ruffner requested a permit to use the Town Hall for a fashion show on February 13th, 2008 at 8:00pm.

Mr. Eastman moved to approve the permits as presented; Mr. Quandt seconded. VOTE: Unanimous.

8. **Reports**
 - a) **Town Manager's Report**

Russ Dean: Thanks for all departments that helped the residents recover from the power outages and all that helped with snow removal. Everyone did a great job. Town office will be closed

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close Christmas and New Years Day and trash pick up will be one day late. The Planning and Building department held the holiday open house for the employees and did a very nice job.

b) Selectmen's Committee Reports

Julie Gilman: The Energy Committee met with an energy broker who will inform the Committee when she sees a good deal. The Heritage Commission met about section 106, federally funded projects.

Matt Quandt: The River Committee met and discussed the feasibility study and policy on trees in the Exeter River.

Bob Eastman: Nothing to report.

Bill Campbell: Last Thursday the Planning Board had a public hearing on the zoning amendments.

Joe Pace: The next Selectmen meeting will be Jan 5th and January 13th there will be a public hearing on the budget and warrant articles. On December 10th the Board met with the Exeter Sportsmen's Club for a work session. The negotiations are ongoing. Happy Holidays to all.

9. Second Public Comment –

Mr. Ed Desmarais, 1 Ashbrook Road, came before the Board to talk about the situation with Unitil. He also wanted to thank Kelly Geis and said she did a very nice job dealing with everyone who reached out to her. He stated that there was a major lack of communication with Unitil. No one could get a straight answer on how many residents still needed power which is very important to know so they could be helped. He requested that the Board recommend that the Governor investigate Unitil for their lack of management and have an emergency plan put in place. He would like the Board to write a letter of concern with these recommendations. Mr. Pace stated that his comments will be taken under advisement. Mr. Dean said that Unitil will begin a process of reaching out to Towns affected.

10. Non Public Session – none

11. Adjournment -

Mr. Campbell moved to adjourn the meeting at 9:40 pm; Mr. Quandt seconded. VOTE: Unanimous.

Respectfully submitted,

Aimee Caruso
Recording Secretary