

# APPROVED MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

March 24, 2008

**1. Call Meeting to Order**

Chairman Pace convened the Board at 7:15 PM in the Nowak Room of the Town Office and introduced other members of the Board: Mr. Bob Eastman, Mr. William Campbell, Ms. Julie Gilman, and Mr. Matt Quandt. The Chairman also introduced Town Manager Russ Dean.

**2. Public Comment – None.**

**3. Minutes**

Mr. Campbell offered the following amendments to the minutes of March 17<sup>th</sup>. The Swearing in of Officials should have read: Moderator Charles Tucker was presented and swore in the following officials from the 2008 Election: Peg Duhamel, Joanne Toland, Don Brabrant, Jay Perkins, Sr, Felicia Donovan and Linda Hartsman.

**Selectman Eastman moved the approval of the March 17<sup>th</sup> minutes as amended, Selectman Campbell seconded. VOTE: Unanimous.**

**4. Appointments – None.**

**5. Discussion / Action Items**

a. Bid Opening: Langdon Avenue Pump Station Replacement

- ~ Apex Construction – Total Base Bid : \$323,300. Bid Bond and Addendum # 1 included.
- ~ Infrastructure Construction Corp. – Total Base Bid : \$334,000. Bid Bond and Addendum # 1 included.
- ~ Keymont Construction - Total Base Bid : \$399,800. Bid Bond and Addendum #1 included.
- ~ Kinsmen Corporation - Total Base Bid : \$423,000. Bid Bond and Addendum # 1 included.
- ~ Penta Corporation - Total Base Bid : \$412,900. Bid Bond and Addendum # 1 included.
- ~ T-Buck Construction - Total Base Bid : \$380,658. Bid Bond and Addendum # 1 included.

Town Manager Russ Dean noted that the budget for this project is \$485,000.

**Motion moved by Selectman Eastman to pass bids to Town Manager Russ Dean and the DPW for decision on who the bid is rewarded to, Selectman Campbell seconded. VOTE: Unanimous.**

b. Finance Director Introduction

Doreen Revell was introduced as the new Finance Director. Doreen has an MBA from Southern NH University and a BS degree from Rutgers University. She is a licensed CPA for

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the State of NH. She started with the Town of Exeter last week. Mr. Dean stated that he is very grateful to have her working for the town and that her with her experience she is the right fit for the job.

## c. Chamber of Commerce Lease Renewal

The Chamber of Commerce has come forward with a proposal for a 6 month extension of the current lease and will pay half of the yearly lease amount along with the property tax.

**Motion moved by Selectman Campbell to approve the proposal until August 31, 2008 as presented, Selectman Pace seconded. VOTE: Unanimous**

## d. Town Building Committee Interim Report

Chairman Rob Corson from the Town Building Committee presented the preliminary report of progress to the Board. The presentation included a review of the resident and staff survey and site visit information and the next steps of the committee. Mr. Corson spoke of visiting four different communities; Dover, Londonderry, Derry and Portsmouth, to observe their operations and space utilization. He stated that the visits were very informative. There was a preliminary concept floor plan for the reorganization of the building reviewed by the board. The plan is to add offices and to lessen the traffic flow on the first floor. The final report will be presented in May.

## e. Board Priorities Discussion

Selectman Pace brought up the priority issues in town that need attention. There was a discussion on who would step in to take care of these certain issues. The major issues that needed attention were Finance, Personnel, Contracts and Agreements, Infrastructure, Board / Town Manager and IT. Mr. Dean also brought up the Down Town Project and the Parking Garage.

## f. Selectman Committee Assignments

Selectman Serving on the Board and Committees as of 3/21/08

Planning Board – Julie Gilman, Rep & Bill Campbell, Alternate Rep

HDC – Julie Gilman

Conservation – Bill Campbell

Council on Aging – Bob Eastman

Recreation Advisory Board – Julie Gilman

Exeter Development Commission – Bob Eastman, Rep & Bill Campbell, Alternate Rep

Arts Committee – Joe Pace

Cable TV Advisory Committee – Matt Quandt

Water & Sewer Advisory Committee – Bob Eastman, Rep & Bill Campbell, Alternate Rep

Heritage Commission – Julie Gilman, Rep & Bill Campbell, Alternate Rep

Exeter River Study Committee – Matt Quandt

Benefit Review Committee – Joe Pace

Capital Improvement Committee – Bob Eastman



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Library Plan Update Committee – Joe Pace  
Town Building Advisory Committee – Julie Gilman  
Energy Efficiency Committee – Julie Gilman  
Town Office / Town Hall Space Study Committee – Bob Eastman  
Train Committee – Matt Quant  
Safety Committee – Matt Quandt  
Rockingham Planning Commission – Bill Campbell  
Affordable Housing Committee – looking into  
Housing Authority – looking into

**6. Public Hearings – None.**

**7. Permits & Approvals –**

a. Abatements & Exemptions

The Property Abatements, Elderly and Disability Exemptions (7 denials and 8 approvals).

**Motion moved by Ms. Julie Gilman, Seconded by Bill Campbell. VOTE: Unanimous.**

A request was made for interest to be waived from Sarnia Properties account due to tax bill being mailed to the prior owner of the property.

**Motion moved by Ms. Julie Gilman, Seconded by Matt Quandt. VOTE: Unanimous.**

b. Permits

Request for permit for the Town Hall Main floor on March 30, 2008 for Cub Scout Pack 322 from 12 – 6 :00 pm and request for permit for the Town Hall Main floor on March 20, 2008 For NHPTV from 8 am – 4 pm were approved.

**Motion moved by Bill Campbell and seconded by Matt Quandt. VOTE: Unanimous**

**8. Reports**

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

Mr. Dean reported the following items. The certification of Procreations which is the MS2 was signed by the Board and forwarded to the dept. of Revenue and Admissions and Regulations. It is now complete. Next week he will request to expand from the Capital Reserve Fund for the forestry truck. Also the CIP schedule is out and the process begins May 13.

b) **Selectmen's Committee Reports**

Ms. Julie Gilman: The Energy committee met and talked about the setting up of the committee since most people were fairly new to it. They also talked about an energy audit. The committee would like to lead by example and be energy efficient. On Saturday March 29<sup>th</sup> there will be Earth Hour where they

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would like people to shut off lights and all electrical equipment down for 1 hour at 8pm until 9pm. The HDC is looking into the changes for the sign guidelines of the town. There will be a site walk to view the different signs for the different areas of town. Also Julie would like one copy of meeting minutes to go to the inbox to be filed away.

Matt Quant: The Train Committee will meet Tuesday March 25<sup>th</sup> at 5 pm and the TV Advisory Committee will be meeting Wednesday March 26<sup>th</sup> at 5:30 pm.

Bob Eastman: - None.

Bill Campbell: Planning Board: Thursday March 27<sup>th</sup>.

Joe Pace: A reminder that the Board of Selectman meetings are every week now and next week he would like to set a calendar and framework time for certain issues.

9. **Public Comment – None.**

10. **Non Public Session - None.**

11. **Adjournment-**

*At 9:15 pm Mr. Eastman moved to adjourn; second by Mr. Campbell VOTE: Unanimous.*

Respectfully submitted,

*Aimee Caruso*

Aimee Caruso  
Recording Secretary

## List for Selectmen's meeting March 24, 2008

### Property Abatements

Map/Lot/Unit	Account	Amount
74/77/23	P7945R	Denial
73/294	A1740R	Denial
63/7	S5461R	Denial
64/50	F7664R	Denial
87/3/11	E9810R	210.74
87/8/C-02	h1710R	690.41
87/8/A-04	h8400R	459.60
51/1	F1860R	10,841.81
51/3/4	F8283R	9,497.12
73/158	L2550R	178.62
73/309	H8830R	367.28
71/52	K1495R	2,067.21
87/18/43	G7623R	Denial
72/82	Q0110R	Denial
87/18/48	M0171R	Denial

### Elderly Exemptions

Map/Lot/Unit	Account	Style	Allowable Exemption Amt	Actual Exempted Amt	% Exempted Value	Assessed Value
104/79/121	I7000R	Mobile Home	236,251	21,300	100%	21,300
64/105/4	e1000R	Mobile Home	152,251	43,300	100%	43,300
104/79/8	i0010R	Mobile Home	183,751	35,400	100%	35,400
63/102/27	J3086R	Condominium	152,251	90,300	100%	90,300
103/13/20	w0118R	Mobile Home	183,751	68,800	100%	68,800
95/64/206	B7255r	Mobile Home	183,751	92,700	100%	92,700
64/105/48	e2520R	Mobile Home	236,251	51,800	100%	51,800

### Disability Exemptions

Map/Lot/Unit	Account	Style	Allowable Exemption Amt	Actual Exempted Amt	% Exempted Value	Assessed Value
104/79/309	i7840R	Mobile Home	125,000	16,500	100%	16,500

### Veteran's Credit

Map/Lot/Unit	Account	Style	Credit Amount	Assessed Value
15/3/3	C5163R	Colonial	500	431,900
85/76	M6475R	Ranch	500	290,200
74/72	L6644R	Colonial	500	482,300
82/30	B7125R	Conventional	500	462,800
64/18	C1020R	Conventional	2000 vet disability	336,800
65/64/355	b7017R	Mobile Home	500	26,900