

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

November 17, 2008

1. Call Meeting to Order

Chairman Joe Pace convened the Board 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 – none.

3. Minutes

a. Minutes of November 10th, 2008

Mr. Campbell noted an editorial mistake under his report in the November 10th, 2008 minutes. The Conservation Committee met Tuesday that week, not Friday.

Mr. Campbell moved to waive the reading of the November 3rd, 2008 minutes and accept them as amended; Ms. Eastman seconded. VOTE: Unanimous.

4. Appointments – none.

5. Discussion / Action Items

a. Rockingham Planning Commission re: Legislative Update

On November 12th, 2008, the RPC held its annual policy forum to prioritize positions for the coming years. Cliff Sinott, RPC Executive Director, was in attendance to recap the forum and to outline legislative priorities from the forum. Mr. Sinott spoke about the Department of Transportation's priorities, the declining gas tax revenues, and work force housing in our region. Exeter has done well with the amount of work force housing that is available. It has been not spread evenly throughout the region. The RPC's first priorities are to improve the developments of regional impact process, delay workforce housing law implementation, enable the use of municipal road impact fees on State highways, increase transportation funding with earmark for local projects, and to raise the limit on local option fee for transportation. Mr. Quandt asked how many people take advantage of the local option fee for transportation. Mr. Sinott answered by saying not many people use it. Those who take advantage of the fee use it as a good long term way to build up capital reserve. Mr. Pace thanked Mr. Sinott for the update.

b. Review WTP SCADA Proposal: Underwood Engineers

Underwood Engineers has submitted a proposal to the Town, as part of the Water Tank project, to update the SCADA systems at the Water Treatment Plant. These modifications would solve deficiencies in the current SCADA system and accommodate the recent improvements. Jennifer Perry appeared before the Board to give a brief synopsis. She stated that a lot of the system is non-operational and that the conceptual plan is to integrate the modified plans to bring it up to date. She then introduced Keith Pratt, Vice President of Underwood Engineers. Mr. Pratt handed out some diagrams to the Board and explained the system and what needs to be replaced right away and what the long term upgrades would be. These upgrades will improve efficiencies greatly therefore saving the Town money. Mr. Pace stated that there are water funds available

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and that it is evident that these short term fixes need to happen. The total base cost for the project is \$513,400. It will cost about \$15,000 to \$30,000 to do the short term fixes. There are additive alternates and future phases. For funding Mr. Pratt suggested using the balance of previous appropriations; an \$8.26 million warrant article for distribution system and previously authorized SCADA appropriations. Mr. Campbell asked if this new upgraded equipment would be transferable to a new plant if one was built. Mr. Pratt said the most of it would be able to be transferred. Ms. Perry then said that the number one challenge is deciding the realistic lifespan of the Water Treatment Plant. She also said that the operators do a fantastic job for what they are given to work with. Mr. Pace asked Mr. Pratt and Ms. Parry to go ahead with the short term upgrades and comeback with a detailed financial plan for the rest of the work within 2 weeks.

c. Hampton Falls EMS Service Invitation to Bid

Hampton Falls has put their EMS services out to bid with a response due November 24th, 2008. Assistant Fire Chief, Ken Berkenbush, was in attendance to answer any questions the Board had on this item. Mr. Pace stated that he does not think it is a good idea to be sending Exeter's trucks out of town and that the focus should stay on this Town. Also the ambulances will be more apt to get run down sooner. The Board agreed with Mr. Pace and it was decided that they will not put in a bid for the Hampton Falls EMS service.

d. Review Riverwoods Agreement: EMS Substation

Riverwoods has submitted a site sketch for the proposed future EMS substation. The Agreement is part of the Boulders development. There will be \$150,000 set aside to be used to for this station. Assistant Fire Chief, Ken Berkenbush, met with Riverwoods about the sketch layout and they were concerned with about the architecture. The sketch is now a more than adequate design.

e. Establish Date for 2009 Deliberative Session

The deliberative session for 2009 must be held by February 7th. The first day of the session would be January 31st. The Town Clerk has asked for guidance from the Board on the date.

Mr. Campbell moved to hold the 2009 Deliberative Session on January 31st at the Town Hall; Mr. Quandt seconded. VOTE: Unanimous.

f. Proposal for Technology Advisory Committee

Town Manager, Mr. Dean, is proposing the creation of a technology advisory committee to advise the Manager and Board on technology issues. Mr. Dean told the Board of the purpose and goals that the new committee would be taking on. The committee will report to the Board of Selectman, along with the IT Coordinator, at least twice per year. Mr. Dean said he knows there are quite a few people in the community that are very knowledgeable in technology. Ms. Gilman recommended including a master plan set up and long term goals. Mr. Pace thought this could be a great committee to help getting the interactivity online with payment options on the Town website. The Board agreed that having a Technology Advisory Committee would be good for the Town. Mr. Pace asked Mr. Dean to write up the charge for the committee.

6. **Public Hearings** – none.

7. **Permits & Approvals** –

- a. Tax Abatements & Exemptions
Intent to Excavate

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Ms. Gilman moved to approve the Intent to Excavate as presented; Mr. Quandt seconded. VOTE: Unanimous.

- b. Water/Sewer Abatements - none.
- c. Permits – none.

8. Reports

a) Town Manager's Report

Russ Dean: The Town Offices are observing Thanksgiving Thursday and Friday of next week and will be closed. Trash pick up will be delayed one day. Thursday's pick up will be on Friday and Friday's pick up will be on Saturday. The Transfer Station will be closed on Thursday November, 27th but will be open Saturday and Sunday. The next Selectman's meeting will be December 1st. The Budget Recommendation Committee meeting will be on Wednesday at 6:30pm. The Department of Revenue gave the preliminary rate today but we are still waiting on the official rate which should come in at the end of the week.

b) Selectmen's Committee Reports

Julie Gilman: The Energy Committee met last week and discussed comparisons on Town tax abatements for alternative energy heating systems. November is National Epilepsy Awareness Month.

Matt Quandt: nothing to report.

Bob Eastman: nothing to report.

Bill Campbell: The Conservation Commission met last Tuesday and discussed a dredge and fill application. The Planning Board will meet Thursday and will hear the case of the Hotel being built at the McDonalds site.

Joe Pace: The Budget Recommendation Committee will meet Wednesday instead of Tuesday this week. The next Board of Selectman meeting will be December 1st. The Art Committee meets Thursday.

c) Correspondence

A letter from the Rockingham County Commissioners announced the launch of a discount card program designed to help residents with the high price of prescription drugs. The cards may be used by all county residents, regardless of age, income, or existing health coverage, and are accepted by most pharmacies in Rockingham County.

9. **Second Public Comment** – none.

10. **Non Public Session** – none.

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11. Adjournment-

Mr. Campbell moved to adjourn the meeting at 8:15pm; Mr. Quandt seconded. VOTE: Unanimous.

Respectfully submitted,

Aimee Caruso
Recording Secretary