

12/17/02
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TOWN CLERK'S OFFICE

BOARD OF SELECTMEN

MINUTES

DECEMBER 16, 2002

1. Convene the meeting.

Chairman Joe Pace convened the Board at 7:09PM with the following other members present: Paul Binette, Robert Eastman, Lionel Ingram, William Campbell and Town Manager George Olson.

2. Minutes of Board of Selectmen's meeting of December 2, 2002.

Mr. Binette moved to accept the minutes as submitted; second by Mr. Ingram. VOTE: Unanimous.

Chairman Pace made a 'bittersweet' announcement in that the Board accepted the letter of retirement from Parks & Recreation Director Douglas Dicey, as well as a letter of resignation from Assistant Director Janet French Dicey, both effective January 13, 2003. He thanked them for their long association with the Town and wished them well in pursuing their other interests. He urged residents to 'pat them on the back and thank them for their service all these many years'.

3. Third and final reading of ordinance calling for no parking on east side of Cass Street.

Sally Ward, 6 Cass Street, asked if the Board could consider three items before passage. 1) Adding "School Days" to the wording on the sign; 2) Postpone the vote till end of January as the Main Street School has changed their procedures regarding parking, noting they are allowing parents to pull in the horseshoe in the morning and that appears to alleviate parking issues on Cass Street. 3) There is not uniformity of opinion on which side of the street to prohibit parking and she urged comments from all.

Mr. Pace noted the Board could delay passage and, when scheduled for a future agenda, it would still remain the third reading.

Scott Carlisle, 14 Cass Street, opposes the ordinance change but was pleased with Ms. Ward's comments and suggestion to postpone the vote. He went on to explain the neighborhood parking situation, including the 6 telephone polls on one side and only one on the other and that the sidewalk on one side covers two-thirds of the street while the one on the other side is on one-third of the other side in the middle. Parking on one side is not fair and he feels spaces could be found at the school.

Mr. Eastman moved to table the matter till the first meeting in February; second by Mr. Campbell. VOTE: Unanimous.

4. Update on meeting with school officials re parking.

Mr. Binette reported he and the Town Manager met with Principal Healds and Assistant Principal Monahan re parking on Linden Street and finding spaces at the school. It was learned during the meeting the School Board is considering opening the lot at Court Street, including continuing to keep the insurance active, removing snow and providing proper lighting. They are proposing to shuttle students to the schools, with two runs in the morning and two in the afternoon. Mr. Binette followed this up by noting the School Board met Tuesday and voted to accept the Court Street lot for additional parking. Mr. Olson had no confirmation on how First Student (bus company) was to

handle the shuttle, as to costs to students or at no charge. Mr. Binette reported till will start with the January semester.

5. First reading of ordinance prohibiting parking on Linden Street opposite the Annex.

Mr. Olson reported he had missed a section of the ordinances confirming why the signs were in place on Linden Street. Barbara Blenk had researched the ordinances and found Section 102.4 "School Hours Restrictions". Mr. Pace noted the language is in place to support the signs but the Board needs to: a) leave as is; b) remove the ordinance and signs and allow parking; or c) replace with the proposed wording for no parking "all the time".

Mr. Ingram noted if the signs state "no parking" then they need changing to match the ordinance in place now (stating 'School hours'). He stated, from conversations with Cemetery personnel, the students are using no common sense when parking, noting they are in front of the gates, riding over stakes, etc. Mr. Eastman stated that when he has viewed the area, 60% of the time the gates have been blocked. Last week, one student was parked in front of a hydrant – the police were called to ticket. He suggested the school announce that ticketing will begin, as the signs are enforceable.

Judy Dufour, Exeter Cemetery Trustees Association, noted they would be happy if parking is restricted during the school hours, as that is when the gates are open most.

Mr. Binette reminded the Board they should be cautious when dealing with parking issues, noting the Board changed the two-hour parking on Front Street to accommodate PEA parking and the Board should treat all people the same and not allow PEA students to park on Front Street and our own students can't.

Neal Jones, Parking Enforcement Office, confirmed that school parking relates to 7AM to 3PM on school days. The signs will be changed to reflect this verbiage.

6. Appointment to Board of Adjustment.

Mr. Eastman moved to appoint Joe Stone as an alternate to the Zoning Board of Adjustment for a term ending April 30, 2005; second by Mr. Campbell. VOTE: Unanimous.

7. Action to carryover warrant articles to 2003 fiscal year.

The Board was presented with the attached memo concerning warrant articles whose projects are not yet complete. Mr. Olson noted the Board must vote to carryover the funds over to 2003. All monies have been raised and there is no effect on the tax rate for 2003. Mr. Eastman asked how long these funds could be encumbered? Mr. Olson replied no limit of time for warrant articles but if this were the operating budget, and no contract, there is no carry-over. **Mr. Ingram moved to carryover the warrant articles as presented, for a Town total of \$1,086,284.80, water of \$223,769.31 and sewer of \$154,014.21; second by Mr. Campbell. VOTE: Unanimous.**

8. Dates for upcoming meetings.

Mr. Olson noted a number of meetings are required for the Town Meeting/Budget setting process and his suggestion is: The public hearing on the budget, bonds over \$100,000 and the disabled exemption be all held on one evening, January 13th, as part of the regular meeting. A possible meeting on

January 20th could be held should any petition warrant articles be received. Also, the deliberative session for Town Meeting on Saturday, February 8th at 9AM at the Town Hall, as this would coincide with the School District meeting on Tuesday, February 4th and the Co-op meeting on Thursday, February 6th. **Mr. Ingram moved to approve the dates as recommended; second by Mr. Eastman. VOTE: Unanimous.**

9. Action on 2003 Budget and Warrant Articles.

Mr. Olson reported the department heads were present should the Board have questions on the various portions of the budget. His memo of November 27th was referenced throughout the discussion (attached).

Mr. Campbell addressed the police vehicles (#2004) and his desire to restore \$25,000 for the SUV but did not wish to continue with a replace of three vehicles each year. Mr. Eastman noted the SUV, as a supervisor's vehicle, should not need to be replaced every three years and should last longer, thus the replacement schedule should show two vehicles more than three.

Chief Kane reported the three vehicles are scheduled 2003, as they were originally scheduled for 2002 but were cut back to two. He would have to verify the CIP list for the schedule, but guaranteed there would be two in 2004 (should 3 be approved in '03). **Mr. Campbell moved to include the SUV at \$25,000, in the budget for 2003; second by Mr. Ingram. VOTE: 3-1.**

Mr. Campbell addressed the recommendation by the W/S Advisory Committee for a change in a position and the need for \$1,530 in the W/S Budgets. As other valued positions were recommended by department heads but not approved, he feels this, too, should be turned down. **Mr. Campbell moved to remove \$1,530 from the Water and Sewer Budgets (50% from each); second by Mr. Ingram. VOTE: 3-1.**

Mr. Ingram noted the need for an additional dispatcher, as raised through discussions at the Budget meetings. It was suggested the position be funded through the Ambulance Fund, in order to fairly relate the expenses of the full ambulance services to the budget. It was explained that on many occasions, Sergeants and other personnel assisted in dispatch when calls were busy and, because of safety and security reasons, it was felt a trained dispatcher would be justified. **Mr. Ingram moved to add \$34,900 to the Ambulance section of the budget for 2003, with the funds to be drawn from the Ambulance Fund; second by Mr. Eastman. VOTE: Unanimous.** [Mr. Eastman stressed that newly designed rates not increase due to this addition. It was reported that with \$400,000 currently in the fund, and due to be increased throughout 2003, there was no fear of running short and having to raise rates to cover this position.]

Mr. Ingram suggested if a plan is in place for paving of streets, the Board should not 'nickel and dime' the issue each year. The department prepares the plan, viewing road by road, and when funds are cut, paving of roads gets moved back further and further. Mr. Eastman expressed concern that if the contract paving process is so important, why would Mr. Noyes recommend cutting \$22,000 from that account and using it toward the salt shed (under-expend one and over-expend the other). **Mr. Ingram moved to return \$35,000 to the budget in account #2810; second by Mr. Campbell. VOTE: 3-2, with the Chair casting the deciding vote.** Mr. Eastman stated the department should prepare a five-year history of where funds were over and under-expended.

Warrant Articles: (see attached draft)

Prior to the start of the review, Mr. Olson reminded the Board that the Conservation Commission was in the process of attempting to secure NH Land & Community Heritage Investment Program (LCHIP) funds to help with the renovation of the Raynes barn, newly acquired as part of the Raynes property along the Newfields Road. Mr. Olson offered the following warrant article as a prerequisite to receipt of the grant: *To see if the Town will authorize the Board of Selectmen to grant an appropriate term historic preservation easement to LCHIP for the purpose of preserving and maintaining the historic character of the Raynes Barn.* This would become #38 on the attached list. **Mr. Ingram moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#1 (\$3M for Conservation): Mr. Binette asked if this would arise again next year should all the funds be spent in 2003. Don Clement, Conservation Chairman, noted nothing is currently in the works for now but will be used for future possibilities as they arise. He has no intention of returning year after year requesting millions. **Mr. Campbell moved to support; second by Mr. Ingram. VOTE: Unanimous.**

#2 (\$1.7M for Water Treatment Plant design): **Mr. Eastman moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#4 (Railroad Bridge @ Park St): **Mr. Eastman moved to support; second by Mr. Ingram. VOTE: Unanimous.**

#5 (Ambulance Charter/Trust): **Mr. Ingram moved to support; second by Mr. Eastman. VOTE: Unanimous.**

#6 (Disabled Exemption): This includes the same dollar amounts as are afforded the elderly exemption but extends to the disabled homeowner of any age. Mr. Olson noted the impact should be fewer than 10 households. **Mr. Ingram moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#7 (Guinea Rd/Hampton Rd intersection). Mr. Eastman suggested doing the improvements to the road now, as the project has failed twice before, and in a few years handle the lights. Mr. Pace stated he believes the failure of the article is due to voters feeling the school should pay for a portion of the project, due to the increased traffic for the school, and the fact Exeter is paying for the project. Even if the other Town's contributed, it would help the project pass.

Mr. Noyes reported there are three turning lanes (from the three directions) and if the project is split up, additional funds would be needed for the signals, rather than the one-time price for signals and roads. He reminded the Board the developer (with two projects along that road) is contributing \$150,000 toward the \$350,000 price tag. Mr. Binette has not been in favor of this, particularly with the school now being in Stratham and Exeter is "stuck" paying, but with the developer contributing funds this time, he feels it is time. **Mr. Ingram moved to support; second by Mr. Binette. VOTE: 3-2 in favor.**

#8 (Renovations to Sr. Center): Mr. Olson reminded the Board the Budget Committee opposed this project, and other related renovation projects, in favor of #11 instead (raising \$100,000 for an analysis of building use). Mr. Pace asked the Board their thoughts on the Committee's recommendation.

Mr. Ingram feels the study could be completed by Town personnel and if a building needs some renovations to be more efficient, it should be done and not spend the funds on a study. He does not see how the Town could not need all the buildings it now has. Mr. Eastman agreed with not needing a town-wide study but did question some of the funds requested for repairs (i.e. \$80,000 for furnaces at the Town Hall. Mr. Campbell feels a study would be good but also noted a Town Committee could handle it and not spend the \$100,000. **The Board did not support this article.**

#9 (Window replace/repair @ Town Hall). The Budget Committee has recommended \$40,000 per year for three years and to not complete the project all at once. **The Board approved \$40,000 with additional language to "...replace and/or repair 'approximately 1/3' of the windows...**

#10 (Sick Leave Fund): Mr. Olson noted that at least ten employees could retire this year. **Mr. Eastman moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#11 (Analysis of space needs \$100,000): Not supported

#12 (Bandstand): **Mr. Eastman moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#13 (Town Hall furnaces): Mr. Noyes explained this replaces the three furnaces there now and duct work in the basement (but not the whole building). He appealed to the Board the urgency of this replacement, noting there are three swimming pool furnaces in place now. Mr. Eastman noted Mr. Smart (Maint. Supt) had mentioned there is a problem with the control of the heat throughout the building and asked if there had been a professional in to inspect the system and make recommendations. Mr. Noyes understood there had been. **Mr. Campbell moved to support, with amended wording to "...replacing the furnaces and adjacent duct work..."; second by Mr. Ingram. VOTE: 3-1.**

Mr. Olson explained that when a vote to support an article is unanimous by the Board, the article will state "the Board supports this article"; when not unanimous, it will state "a majority of the Board supports this article".

#14 (Fire station): Mr. Ingram asked if this is design and determining location. Fire Chief Brian Comeau explained this is to add a station to the west side, with the location pretty much determined for best coverage. The question remains on whether the proposed station would become the full station (and the current location be "sub") or the 'west side sub-station'. The design money will find the true cost required for build. The article was amended to read, in part: "...purpose of determining a location for and design of an additional fire station." **Mr. Ingram moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#15 (Simpson's pit): **Mr. Ingram moved to support; second by Mr. Eastman. VOTE: Unanimous.**

#16 (Breathing apparatus): Mr. Eastman corrected this to read "protective clothing", as the breathing apparatus was last year. **Mr. Ingram moved to support as amended; second by Mr. Campbell. VOTE: Unanimous.**

#17 (Sewer Vacuum truck): Steve Tucker, W/S Dept., made a presentation on the need for and description of a new truck, noting the present machine is 14 years old, is very worn and maintenance costs increase each year as it ages. The current machine was the first of its kind and the trucks now feature many improved items, now handled by other machines or by manual labor. This will improve procedures, save time, have better productivity and address safety concerns (i.e. manholes can be

lifted and moved by the machine rather than by personnel). To sub-contract for this same service would run approximately \$144,000 per year, and that does not include emergency situations. The Town would receive \$15,000 for trade-in. Mr. Tucker noted a demonstration will be available on Friday. **Mr. Ingram moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#18 ((Tennis Courts): **Mr. Eastman moved to support; second by Mr. Ingram. VOTE: Unanimous.**

#19 (Park St. Bridge): **Mr. Eastman moved to support; second by Mr. Campbell. VOTE: Unanimous.**

#20 (Space needs @ Town Office): Mr. Olson noted this is continuing with the space needs done a few years ago and also includes the design plans. Mr. Pace added this would include the design and it would determine if enough room is available in the building to handle all the needs of the departments. Mr. Eastman noted he has spoken with several department heads not been in favor of the previous study and not all needs were met. He suggested the study include the Town Hall and determine if some of the offices at the Town Office might be better served by moving to the Town Hall. **There was not support for the article.**

#21 (Storm water/sewer – Lincoln St): **Mr. Campbell moved to support; second by Mr. Ingram. VOTE: Unanimous.**

#22 (Evaluate Town's storm water system): Mr. Noyes explained the purpose of the article. **Mr. Ingram moved to support; second by Mr. Binette. VOTE: 3-0** (Mr. Eastman was not present for the vote).

#23 (Water/Main intersection): Mr. Olson noted this is exclusive to the Main and Water Streets intersection. Mr. Eastman questioned the dollar amount noting the design will be half of what the total construction cost will be. Sylvia von Aulock, Town Planner, spoke to the article noting Phillips Exeter Academy will be contributing \$25,000 toward the \$50,000 design cost (figure amended) due to their concern of pedestrian safety. She was not aware they would be contributing toward the construction costs. **There was no support for the article.**

#24 ((Repairs to Rec building): **Mr. Eastman moved to place this amount in the operating budget; second by Mr. Ingram. VOTE: Unanimous.** (Gov't buildings #2276 – job class #47).

#25 (Auto-Cad software): **Mr. Binette moved to support; second by Mr. Eastman. VOTE: Unanimous.**

#26 (Parks Management): Concern was expressed over the lateness of receiving the request, not allowing the Budget Committee time to review the request. Mr. Dicey noted the request is usually late as a review of what will be needed is not made till after the fall season and other projects are complete. **Mr. Ingram moved to place this amount in the operating budget; second by Mr. Eastman. VOTE: 3-2.**

Mr. Olson cautioned the Board about placing items in the operating budget, noting the “default number” is in excess of \$600,000. If the operating budget is not accepted, some \$600,000 would be cut from it to match the default figure.

#27 (Area Home Care): *Mr. Campbell moved to support; second by Mr. Binette. VOTE: Unanimous.*

#28 (GIS needs): *Mr. Binette moved to support; second by Mr. Ingram. VOTE: Unanimous.*

#29: (Fire base station radio): *Mr. Eastman moved to place this item in the operating budget; second by Mr. Campbell. VOTE: Unanimous.* The original request was \$65,000 but \$55,000 will be received from the federal government.

#30 (Bus Replacement): *Mr. Eastman moved to support; second by Mr. Campbell. VOTE: Unanimous.*

#31 (A Safe Place): *Mr. Binette moved to support; second by Mr. Campbell. VOTE: Unanimous.*

#32 (SeaCare): *Mr. Binette moved to support; second by Mr. Campbell. VOTE: Unanimous.*

#33 (Cross Rds): *Mr. Binette moved to support; second by Mr. Campbell. VOTE: Unanimous.*

#34 (Sexual Assault Support): *Mr. Campbell moved to support; second by Mr. Binette. VOTE: Unanimous.*

#35 (New Outlook): *Mr. Campbell moved to support; second by Mr. Binette. VOTE: Unanimous.*

#36 (Community Diversion): *Mr. Campbell moved to support; second by Mr. Binette. VOTE: Unanimous.* Sentence structure was also noted.

#37 (SPCA): *Mr. Binette moved to support; second by Mr. Campbell. VOTE: Unanimous.*

Mr. Pace urged the Board to reconsider their thoughts on item #20 (Town Office space needs). The wording will be reviewed and discussed at the next meeting (12/30).

Jack Sheehy presented a new total for the budget as listed in Warrant article #3: \$14,385,315, which is \$666,331 over the default figure. *Mr. Ingram moved to support an amended Item #3; second by Mr. Campbell. VOTE: Unanimous.*

Mr. Eastman asked when the fund balance would be discussed. Mr. Olson noted on the 30th, during a work session to determine whether the Board wishes to apply funds to warrant articles.

10. Permits: None.

11. Town Manager's Items:

- The Department of Environmental Services provided on-going paperwork for four different loans the Town has out, totaling \$197,402. *Mr. Eastman moved to authorize the Town Manager to sign for and accept funds on behalf of the Town; second by Mr. Ingram. VOTE: Unanimous.*
- The Town's offices will be closed December 25th. Rubbish and recycling will be one day late beginning with Wednesday.
- The next meeting is December 30th.

12. Selectmen's Committee Reports:

Mr. Ingram: None.

Mr. Eastman: Planning Board holds it's first public hearing on Zoning amendments for the Town Meeting. A Planning Board applicant expressed concern over commercial vehicles using Buzell

Avenue and wanted to recommend they only use Alumni Drive. Mr. Olson noted this could be addressed at either the 30th or January 13th meeting, with correspondence received at the office.

Mr. Campbell: Conservation Commission met on the 10th for routine items.

Mr. Binette – none.

Mr. Pace: Historic District Commission on Thursday in the Wheelwright – competing for space w/Planning Board!

13. Public Comments: None.

Mr. Ingram moved to adjourn; second by Mr. Campbell. VOTE: Unanimous. Time: 10:25PM.

Respectfully submitted,



Barbara. A. Blenk

attach