

1. Convene the meeting.

Chairman Joseph Pace convened the Board at 7:07PM on the above date and introduced the Board: William Campbell, Paul Binette, Robert Eastman, Lionel Ingram and Town Manager George Olson.

Chairman Pace made a statement in response to the Exeter News-Letter's recent editorial concerning the salt shed issue. He noted the following: 1) Board has been and continues to work at an outcome appropriate for the Town; 2) the mistakes and miscommunication of the past have been and being rectified; 3) the News-Letter is urged to check facts prior to publishing both articles and editorials noting their choice of words are important, particularly when implying wrongdoing -- of which there was none here.

2. Minutes of the Board of Selectmen's meeting of October 21, 2002.

Mr. Binette moved to accept the minutes of the October 21st meeting as submitted; second by Mr. Ingram. VOTE: Unanimous.

3. Second reading of change to Front St. parking.

Chairman Pace read the proposed changes to Section 103.2, limiting parking in particular areas on Front Street to two-hour during school hours. The third and final reading will be on the 18th.

Holly McGrath, resident of Front Street, noted the next morning following the Board's last discussion of parking, a vehicle was parked in front of her house, partially blocking her driveway.

Patrick Fleming, EHS student, commented that eliminating parking on Front Street would cause a "gopher hole" and just force the parking to another area, causing problems there. He urged the Board to find a way to work out the matter for all involved. He's finding it tough to meet with the School Board in order to bring it to their attention also.

David Bohn, Front Street resident, remarked he had walked the area from the Court Street lot (old nursing home) through the lower fields and across the bridge. He also visited the Building Inspector's office and acquired maps showing where parking is located now and where another lot could be. He gave these maps to Mr. Fleming to assist with working with the School Board.

Hunter Farnham, Front Street, recommended a 'resident permit' be given to residents of the Front Street area to allow them to park in front of their residences, regardless of limitations. The change to the ordinance would then not inconvenience the neighbors. It was noted the ordinance does not now allow for resident permits.

Alley Moore, student at EHS, stated there is additional parking spaces available across from the Annex, now used for teacher parking, that could provide space for those parking on Front Street. They are currently marked.

Chief Kane stated that area is already being considered and the department is awaiting a letter from Mr. Wendall (Maintenance at schools) requesting the change. This would open up 25 spaces for use

during the day. [It was noted the spaces were blocked in the past due to the inability for the buses to maneuver around the lot. With no buses having pick-up or drop-off at the Annex, the signs are not needed.]

Billy Kann, student, stated the bridge leading to the lower fields would have safety issues during the winter months, along with the muddy fields in the spring. He currently parks at the Church on Pine Street and travels through the soccer field – this, too, causes problems in the winter months.

Just prior the discussion on item #4, and after most of those involved in the discussion had left, Selectman Ingram asked about ‘home rule’ and whether we could consider resident parking. It was requested that Mr. Olson check the status of that, after it was noted that Rye currently has seasonal resident parking permits. He will report to the Board his findings.

4. Second reading of changes to downtown traffic control.

With the re-opening of the High Street Bridge, it is necessary to restore some of the ordinances regarding the traffic pattern of the area. Chairman Pace read the proposed changes (attached).

Barbara Blenk, non-resident allowed to speak, noted several calls have been received at the office regarding the left turn from the bridge to Franklin Street, to allow residents into that neighborhood. The safety concern is that with the elimination of the turning lane, traffic would be blocked back onto the bridge and vehicles would be turning left across Water Street and Clifford Street traffic to Franklin, and shouldn’t this be reconsidered. This situation has been noted by the engineer and it will be watched.

Third reading at the next meeting.

5. Update of Standard Operating Procedures – Evaluations.

This updates the manner to handle evaluations of employees. The Committee, consisting of management and hourly staff, reviewed the process over several months. Mr. Binette asked if the Town Manager was comfortable with the new format? Yes, noting there is no new work or effort to incorporate the new form and format. Mr. Binette asked if it was run by the Unions? Mr. Olson stated it was not part of the collective bargaining process and it is management’s right to incorporate the format. Police and Fire will continue to use their own forms, as they are pertinent to their departments. DPW employees made up most of the Committee and seem very happy with the process.

Mr. Campbell moved to adopt the updated procedures regarding evaluations (SOP P-02-07); second by Mr. Eastman. VOTE: Unanimous.

6. Request for installation of fourth stop sign at intersection of Forest and Oak Streets.

George Johnson, 24 Oak Street, reiterated his opinion of a recent letter to the Board regarding the unsafe situation on Oak Street with vehicles not stopping as they enter the intersection with Forest Street. There are currently three stop signs at the intersection and Oak Street is fairly well traveled, both with resident and traffic to the Dagostino Spring on Oak Street Extension. Many travel in excess of the 25 mph limit and pose a risk to neighborhood children riding and playing in the street.

Mr. Olson had presented the request to the Fire, Police and Public Works departments for their input and recommendation. Both Police and Public Works noted placement of stop signs is not to be used for speed control.

Much discussion followed concerning more of the safety issue with vehicles cutting the corners without stopping or slowing down. Mr. Johnson urged the Board be pro-active and not wait till an accident warrants installation of a stop sign.

Jeff Plimpton, 21 Oak Street, remarked that the area is unique in that from May through September, the traffic flow increases with many coming to the spring. The road drops off to the spring and the road narrows, making it very difficult to enter the Extension at any type of fast speed at all. There are very few residences on the Extension, with most traffic to and from that area being visitors.

Scott Stone, 21 Forest Street, noted the lack of signage almost prompts people to stop, as they are unsure of where to go. It appears a likely place for a stop sign. The volume of the area has grown 10-fold in the last 5 years and, though there is minimal traffic on the side streets, there is major traffic on Oak Street.

Mr. Campbell visited the area and noted with the 4-way intersection at Oak and Salem, it would seem reasonable to have a 4-way stop at Oak and Forest.

Mr. Binette questioned the residents requesting the signs for safety in order for their children to play in the street. There are several parks in the area for the kids to play. Mr. Johnson stated there are no sidewalks in the area which would mean placing bikes on car bike carriers and go elsewhere. The children watch for cars and go to the side of the road when they pass, but the vehicles take quick corners and, without a stop sign, could cause safety issues. The parents don't say to their children "go play in the street". Mr. Binette reminded the residents that it's a state law not to install stop signs for speed control. He suggested the Police Department place their speed trailer in the area for a survey. Chairman Pace noted speed is not the issue, and the results of the survey may warrant a speed sign. The reckless turning would warrant a stop sign. He asked of a 'slow children' sign. Chief Kane noted people do not pay attention to those signs and they are not recommended.

Chairman Pace read a section of January, 1995 Selectmen's minutes when the 3-way stop was discussed. The concern was for vehicles going around corners, vision blocked, etc.

It was the consensus of the Board to place a 4th stop sign, with appropriate "4-way stop" signage on Oak Street. This would be the 1st of two readings.

7. Review of Arts Committee Policies for use of gallery.

Dolores Robolledo and Barbara Cowen, co-chairs of the Arts Committee, reviewed the proposed policies with the Board, intended to cover the responsibilities of their expanded duties. The By-laws would be adjusted to also include use of the additional office space for a classroom and clarification of renting out the Gallery space. It was clarified that revenues go to the Town's general fund, noting it would be minus any cost for instructors.

Chairman Pace noted the Board does not vote on By-laws, as they serve as explanatory for a Committee. Questions arose concerning the signing of agreements, collection of fees and how the

use fits into the Town's building use policy. The Arts Committee was granted permission several years ago to handle the Town Hall second floor space and applications are handled by their sub-committee. They also handle the scheduling, collection of fees and verification of insurance by renters.

Mr. Eastman asked about 'objectionable art' and it was clarified that it is handled on a case-by-case basis. When the Committee was first established, the Board granted the Committee the ability to handle this issue.

Mr. Ingram moved to approve the proposed Instructional Programs/Workshops policy as presented; second by Mr. Campbell. VOTE: Unanimous. (attached).

8. Presentation of three new chapters to Town Master Plan – Sylvia von Aulock.

Ms. von Aulock, along with Gwen English, highlighted several points of interest:

- The Plan is a working document and the Board should familiarize itself with its contents;
- It was adopted by the Planning Board, and recommended by the Rockingham Planning Commission, to not present the whole "Plan" at once but introduce it over a 3-4 year process. [2001 featured the process; 2002 the process was adopted; 2003 Chapters 1-3 will be adopted.

Many people were involved with the process, including volunteer boards, representatives from the Exeter Hospital, schools, residents of Town for many years and those new to town. The three chapters include many projects that are part of the CIP and some featured in the budget. This will act as a 'foundation piece'.

Upcoming dates of interest:

- Epping Corridor Visioning Session: November 6th from 6:30-9PM at the Public Library.
- Next 3 Chapters will be discussed on January 15 & 18th at the EHS Annex.
- Information hand-outs will be featured at the poll exits on Tuesday.

Mr. Ingram noted it would be useful for Ms. von Aulock to indicate areas "where the Board should be involved" during the process. Chairman Pace stated there were a lot of hours and people involved and it was a true community effort. He applauded Ms. English and Ms. von Aulock for their direction.

Ms. English reiterated that all comments were reviewed and considered during the process, with many implemented. She urged more involvement by area residents during this next process.

9. Report of Telephone Committee – Chairman Rich Kane

Chief Kane reported the Town is nearing the end of its 7 year contract with CTC, our current provider and noted the frustration by most employees on the service and parts of the system. It was like taking a "giant step back from what we had". Issues include: poor customer service, poor equipment, no Internet and data capabilities and the company just filed bankruptcy. There is an estimated cost increase of \$3,000 per month upcoming this next year.

The Committee met 18 times since May and included numerous meetings with potential vendors. At one time they considered hiring a consultant but the Committee had a good grasp on what was needed

and handled issues themselves. The consensus is that a new system could be acquired at just about the same cost. The system would include: wiring, cables, phones, hardware, high speed data and Internet, future growth and new features on the phones. They are considering a five-year lease with a minimal purchase at the end of the lease. We would also sign an agreement with a phone service provider.

In checking figures for 2003, there is \$47,600 budgeted, which includes phones, lines, alarms, etc. Estimates from the two companies still in the running call for \$51,720. After the 5 years, monthly invoices should run about \$2,100 per month. He is requesting the Board consider adding an additional \$5000 to the requested budget figure. This will be discussed at the Budget meetings. Chief Kane reminded the Board the phone account is not in his budget, so it would not be discussed on Wednesday. Consensus was to discuss under "Finance".

Mr. Ingram asked if bids were needed for this? Mr. Olson noted the nature of the issue, following 18 meetings of the Committee and vendors, would be to recommend a sole source, as it would be expensive and non-productive to prepare specs. Mr. Campbell commended the Committee for not going with a consultant, hence saving quite a bid of funds.

10. Request to accept Chapman's Way as a public street.

In a memo from the Town Engineer, Jennifer Perry, she notes the Public Works and Planning Departments have been working with Mark Lopez (Honor & Mason, LLC) toward the acceptance of Chapman Way. Construction has been completed in accordance with the Planning Board approved plans. All required documents, including drainage easements, roadway warranty deed, 15% maintenance guarantee (letter of credit) and as-built plans have been provided. The DPW recommends acceptance of Chapman Way as a Town roadway.

Mr. Ingram moved to accept Chapman Way as a Town roadway; second by Mr. Campbell. VOTE: Unanimous.

11. Permits: (Board agreed to consensus vote, rather than formal vote)

- Phillips Exeter Academy requests permission to park 6 coach buses along Elliott Street and 2-3 coach buses along Front Street by the Baptist Church on November 23, December 14 & 15* and March 14, 2003 for loading of students and baggage, from 6AM-2PM on Front and 12N to 3PM on Elliott. (*Sunday hours are from 7:30-8:30AM. **Approved.**
- Seacoast Wind Ensemble requests use of the Town Hall main floor for December 8th from 7-9PM. **Approved.**
- Musical Arts at Exeter Center for Creative Arts requested use of the Town Hall main floor on December 14th from 2-4PM for a student keyboard/guitar recital, requesting waiver of rental fees. **Approved and waived fees.**
- Oyster River Players requested the Town Hall main floor from January 4 through 12th, 2003 for a musical theatre. **Approved.**
- Winterfest requests the use of the Bandstand on February 15, 2003 from 8AM -4PM for their "Hats for the Homeless". **Approved.**
- Seacoast Community Chamber Orchestra requested the Town Hall main floor on April 27, 2003 from 1-5PM for a concert. **Approved.**

- American Diabetes Association will hold a bike-a-thon on May 4, 2003 from 6AM to 6PM through the Town. The Chief has approved their map. **Approved.**

12. Town Manager's Items:

- DPW requested an extension of the November 15th deadline for street work in order for the High Street/Buzell Avenue sewer project to begin. Metra is set to begin November 18th and continue for a few months. **Mr. Ingram moved to approve a waiver of the November 15th deadline for digging in the street for the sewer project; second by Mr. Binette. VOTE: Unanimous.**
- Mr. Olson explained the tax bill/increases process (attached).
- Elections are Tuesday, November 5th with polls at the Town Hall open from 7AM to 8PM.
- Volunteers are needed on various boards and committees. Send applications or letters of interest to the Board of Selectmen.
- Winter parking ban begins December 1 and continues through March 15th from midnight to 6AM.
- Flushing of water mains, early mornings, continue through December 8th.
- Veteran's Day ceremony will be held at Gale Park at 11AM on Monday, November 11th.
- The Town's offices are closed on Veteran's Day, November 11th.
- Rubbish and recycling collections are on schedule for Veteran's Day. There is no delay.
- Leaf pick-up is this week, curbside. The transfer station hours are extended on Saturdays and Sundays through December 15th.

13. Selectmen's Committee Reports:

Mr. Ingram: Several budget subcommittee meetings have been held recently to review social service agencies, including those scheduled for warrant articles. He is impressed with the process of how to judge the agencies.

Mr. Eastman: Third and fourth meetings of the DPW budget sub-committee are scheduled for this week in preparation of a report to the full committee next week.

Mr. Campbell: He is also attending budget sub-committee meetings. Also, the Downtown Historic District Commission initial meeting is this week.

Mr. Binette: Fire and Police budget sub-committee met and he is looking forward to presenting the budgets to the full committee. Also... the Patriots won!

Mr. Pace: With only 4 sub-committees for the budget, he does not serve, but is looking forward to the fruits and labors of the sub-committees at the full committee meetings. They begin this week.

14. Public Comments: None.

Mr. Ingram moved to adjourn; second by Mr. Campbell. VOTE: Unanimous. Time: 9PM.

Respectfully submitted,



Barbara A. Blenk

attach.