

1. Convene the meeting.

Chairman Scafidi convened the Board at 7:03PM on the above date. Present in addition to Mr. Scafidi were Vice Chairman Joseph Pace, Clerk Robert Eastman, Paul Binette, Robert Rowe and Town Manager George Olson.

2. Approve minutes for meetings of August 27, 2001.

Mr. Binette moved to approve the minutes of both meetings of the 27th of August; second by Mr. Rowe. VOTE: Unanimous.

3. Bid opening: 11 High Street taken for non-payment of property taxes.

Three bids were received for the property. Results were:

Gordon & Valerie Grier, Exeter	\$32,552.50
Amy McPherson, Exeter	\$33,333.33
Charles Johnson, Atkinson	\$51,700.00

Mr. Binette moved the Town Manager study the three bids and report to the Board for their final decision at the next meeting; second by Mr. Rowe. VOTE: Unanimous.

Kevin Corbin, Exeter inquired on the clause stating payment is due within 10 business days of award. Chairman Scafidi noted the money would be due 10 business days after the award at the next meeting (September 24th). No other bids will be accepted.

4. Bid Award: Environmental Compliance Audit, Public Works.

Mr. Olson recommended the audit be awarded to Pennoni Associates, Concord NH for \$3,900.00.

Mr. Binette moved to accept the recommendation and award the bid to Pennoni Associates for \$3,900.00; second by Mr. Eastman. VOTE: Unanimous.

Chairman Scafidi noted the Pay & Classification presentation may take some time and asked if residents were present for any other agenda item. As there were, item #8 was handled next.

8. Stop signs on Garfield Street.

Mr. Scafidi noted a petition has been received from neighbors in the Garfield, Union, School streets area requesting stop signs be placed at the intersection of both Garfield and Union, making this a 4-way stop, and Garfield and School, making this a 3-way stop. Mr. Olson reported the Police Chief and Public Works Director are both in agreement, and Mr. Olson concurs, that given the unique circumstances of the situation, to recommend placement of the requested stop signs. Approval for the installation of traffic control devices takes two readings. Mr. Rowe questioned the placement.

Keith Marty, 19 Garfield Street, noted the request is being made due to Garfield Street being used as a short-cut from Lincoln to Front Street, at high speed. Most of the traffic is not local (neighborhood) but those avoiding the Front/Lincoln Streets intersection, primarily during AM and PM 'rush hour'. The neighbors are anticipating increased traffic with the proposed train station.

Mr. Binette suggested placing a stop sign at only one intersection, so drivers wouldn't have to stop so often. Mr. Marty noted the safety issue is paramount and, with only one stop sign, drivers may still gain enough speed to produce hazardous conditions. It was noted there are not currently stop signs at the end of Union and School Streets and motorists are not stopping at the end of these streets either.

Mr. Pace compares this area to the Oak/Summer Street area when motorists traveled from Park Street to Newfields Road via this neighborhood at great speeds. A 4-way stop was implemented and, from all accounts, the issue seems to have improved.

Mr. Scafidi noted he sees no problem with using Garfield Street as a cut-through to Front Street and does not wish to use stop signs as a reason to keep traffic out. The stop signs should be placed to improve safety and speed in an area.

Mr. Binette moved the Town Manager instruct the police department to conduct a traffic study for the numbers of vehicles and speeders in the Garfield Street area, using unmarked vehicles and non-uniformed officers; second by Mr. Rowe. VOTE: 3-1. Mr. Scafidi asked for the placement of stop signs at the end of Union and School Street; Mr. Olson noted no action was taken in the past for the placement of these so the current Board would have to do so.

Kathleen Marty asked at what time the study would be done noting the mid-morning hours would show nothing. She suggested 7-9AM, when the High School lets out (2:30-3PM) and 4-6PM, when parents are picking up students from Great Bay Kids on School Street.

5. Presentation on Pay & Classification Study – D. Gallant Management Associates

Chairman Scafidi introduced the item by noting the present pay plan was drafted some 25 years ago with near annual adjustments made. Over time, inequities have developed resulting in some 1st step starting salaries now too high and some 4th final step pay too low, depending upon positions. The Board has attempted on three occasions to address the problem, each attempting being unsuccessful. The Board budgeted \$25,000 in this year's budget to undertake a professional, comprehensive and objective analysis of pay and classification for Exeter's employees. A Committee to oversee the project consists of Paul Scafidi and Paul Binette (Selectmen), George Sturgis (DPW Union), Don Matheson (Fire Union), Mike Munck (Police Union), Barbara Blenk, Administrative Assistant/Human Resource Director, Jack Sheehy, Finance Director and George Olson, Town Manager. D. Gallant and Associates of Portland, Maine, was selected from the bid process.

Don Tyler, representing D. Gallant & Associates, provided a visual presentation for the Board noting the three phases they conducted (Data Collection/Position Analysis), Internal Equity (Ranking jobs and positions – not the employee – and classifying the positions) and Market Surveys (surveying similar towns and cities). Questionnaires were received from the employees and all positions were interviewed (though not all employees participated in the interview process).

Mr. Pace asked if the progression through the steps is based on seniority and whether there is room in the Plan for merit increases. Mr. Tyler noted merit increases could be handled. Mr. Olson stated the system evaluations for the employees are handled between the supervisors and employees and they are not utilized for merit increases.

Mr. Rowe asked whether the rates are on par with those recommended. Mr. Tyler noted most fall within the range recommended. It appears a couple are below the minimum recommended but did not believe anyone was about the maximum.

As a Committee member, Mr. Scafidi thought the process went well, noting he had tried on his own to accomplish this process. Mr. Binette was glad to see Exeter is in line with most of the towns and cities that were surveyed. Mrs. Blenk commented that though she worked closely with the firm to be sure all employees were included in the data, she was impressed that the report was based on positions and not personalities.

Mr. Rowe moved to accept the report and refer it to the Town Manager for recommendations; second by Mr. Pace. VOTE: Unanimous. Mr. Scafidi clarified the Board is accepting the report but has not yet adopted it. The recommendations must be fine-tuned and the Board must receive input from the unions. Mr. Binette noted it was money well spent.

6. Appointment to Conservation Commission.

Chairman Scafidi noted the Board had been awaiting resignation letters from two members of the Commission who have not been attending the meetings. The letters have been received. **Mr. Eastman moved to appoint Holly Brown as Alternate to the Conservation Commission to complete an unexpired term till April 30, 2002; second by Mr. Pace. VOTE: Unanimous.**

7. Temporary closing of Cubie Road.

A letter from Peter Dow (attached) notes a problem with trash on Cubie Road and, with the bridge out, the road now goes nowhere. Mr. Olson recommends temporarily closing the road while the bridge is out. **Mr. Eastman moved to install temporary gating at Cubie Road; second by Mr. Pace. VOTE: Unanimous.**

9. Request for directional sign – Scott Wilson, Brentwood County Animal Hospital.

Dr. Wilson has requested a directional sign at the corner of High Street and Portsmouth Avenue. He was unable to attend the meeting this evening. The Board postponed the item till next meeting.

10. Budget Process of 2002.

Mr. Olson reported the following dates for the budget process:

Current	Town Manager meeting with department heads to review line items;
9/24	Selectmen's meeting – Proposed 2002 budget & CIP
9/27	Budget Committee's organizational meeting
10/01	Board action on 2002 budget & CIP
10/05	Budget Committee receives budget & CIP
11/2-15	Budget Committee reviews budget
11/16	BudCom recommends budget to Selectmen

11. Permits:

- Bruce Ellis Road Race requested for Nov. 10th at 10AM. Chief Kane has approved the route and the Certificate of Insurance has been received. **Mr. Binette moved to approve; second by Mr. Eastman. VOTE: Unanimous.**
- Planet Playground requested permission for their annual toy & book sale at the Town Hall on November 22 & 23. **Mr. Rowe moved to approve; second by Mr. Eastman. VOTE: Unanimous.**
- Seacoast Community Chamber requested the Town Hall on December 16th from 1-5PM for a concert. **Mr. Pace moved to approve the use, with rental fee charged; second by Mr. Eastman. VOTE: Unanimous.**
- Exeter School District requested use of the Town Hall on February 5th at 6PM for their deliberative session. **Mr. Binette moved to approve; second by Mr. Pace. VOTE: Unanimous.**

12. Town Manager's Items:

The Town Clerk's office will be closed September 12th for training of staff; The Parkway will be closed to vehicular traffic beginning September 17th for construction (finishing project of removing curbing, paving and replacement of curbing) for 6 weeks to 2 months; Household hazardous waste day is October 6th at the Public Works Complex from 8:30AM to 12:30PM; Fall pick-up is the week of October 29th.

13. Selectmen's Committee reports:

Mr. Eastman reported a Planning/CIP workshop in Concord on September 17th; Mr. Pace noted the Conservation Commission will meet September 11th and Historic District Commission meets September 20th; Mr. Binette reported Recreation Advisory Board meets September 11th; Mr. Rowe has no meetings to report; Mr. Scafidi noted the Downtown Committee (formed in 2000) will hold their first meeting September 18th.

14. Public Comments:

Mr. Rowe questioned the 'finished' paving on Court Street noting the manhole covers are not up to grade, with large dips because they are so recessed. Mr. Olson will review. Also on Portsmouth Avenue by Dairy Queen. Mr. Scafidi stated he had inquired on this with Mr. Noyes last week – one more coat is expected next year.

Mr. Eastman moved to adjourn; second by Mr. Pace. VOTE: Unanimous. Time: 8:23PM.

Respectfully submitted,


Barbara A. Blenk