

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

June 7, 2010

1. Call Meeting to Order

Chairwoman Julie Gilman convened the Board in the Nowak Room of the Town Office Building at 7:00 pm. Other members of the Board present were: Mr. William Campbell, Mr. Matt Quandt, Mr. Don Clement, Mr. Bobby Aldrich, and Town Manager Russ Dean.

2. Public Comment – Mr. Eastman came before the Board. He requested that the expenditure report be put up on the town website for residents to review. He also wished the Board to reconsider a revote to appoint Mr. Sandy Winter to the Budget Committee.

Mr. Gerry Hamel spoke to the Board saying that he echoes Mr. Eastman's consideration of the revote for Sandy Winter. He believes anyone should have the opportunity to serve on the Budget Committee.

Mr. Knight had a concern with the material weaknesses from the 2009 audit. He believes that getting on a time table would help move things a long at a quicker rate. He also agrees with Mr. Eastman about having a revote for the appointment of Mr. Winters.

3. Minutes and Proclamations

a. Special Meeting: January 27th, 2010

b. Special Meeting: June 1st, 2010

c. Work Session: May 24th, 2010

Mr. Campbell noted that his name was not included as being present at this meeting. He also noted that under the Assessing Office update, the new assessments will be on the December 2010 tax bills not the October tax bills.

d. Regular Session: May 17th, 2010

The "d" in Mr. Quandt's name is missing in the vote under appointments.

Mr. Aldrich moved to accept the May 24th, 2010 and May 17th, 2010 minutes as amended. Mr. Quandt seconded. Vote: Unanimous.

Mr. Campbell then realized he should have abstained from the previous vote since he did not attend the May 17th, 2010 meeting and that the vote needed to be done separately.

Mr. Quandt removed consideration of the May 17th, 2010 minutes. Mr. Aldrich seconded. Vote: Unanimous.

Mr. Aldrich moved to accept the work session minutes of May 24th, 2010 as amended. Mr. Quandt seconded. Vote: Unanimous.

Mr. Aldrich moved to accept the regular meeting minutes of May 17th, 2010 as amended. Mr. Clement seconded. Vote: Unanimous. Mr. Campbell abstained from the vote.

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Mr. Aldrich moved to accept the special meeting minutes of January 27th, 2010 as presented. Mr. Quandt seconded. Vote: Unanimous.

Mr. Aldrich moved to accept the special meeting minutes of June 1st, 2010 as presented. Mr. Quandt seconded. Vote: Unanimous.

4. **Appointments** – Andrea Kohler: Deputy Town Clerk & Hank Ouimet: ZBA

Mr. Campbell moved to appoint Andrea Kohler as Deputy Town Clerk. Mr. Quandt seconded. Vote: Unanimous.

Mr. Aldrich moved to appoint Hank Ouimet to the ZBA as a full member with a term to end April 30th, 2013. Mr. Campbell seconded. Vote: Unanimous.

5. **Department Reports** – Fire Department, Planning Department

Fire Chief Brian Comeau was in attendance to give the Fire Department report. The finalization of the FEMA bill is almost complete. With these past storms the cost will be well over \$100,000 that the town has spent. The Town should receive about \$65,000 in return. They continue to work on revenue with other projects. Overtime is doing well and there is an analysis being done on that now. A report on overtime will be given sometime in the end of July. The Fire Department 2007 study is an ongoing process. The order and specifications for Engine 2 are being finalized and they are waiting on approval. Chief Comeau thanked Doreen Ravell and her staff for finding a good rate for the truck. The Fire Department has applied for a grant for a self contained breathing apparatus. The grant is for \$250,000.

The Planning Department was unavailable.

6. **Discussion/Action Items**

a. **New Business**

i. **Report on the CATV Committee**

Mr. Dean explained that the Committee was here with their recommendations regarding the future of EXTV and the new proposed 7 year franchise agreement with Comcast. Mr. Dean introduced the people representing the CATV Committee that were in attendance for the report. Present were: Joe McCarthy, Sam Bruno, Candice Hoene and Kate Miller. Mr. Bruno gave an update to the Board. He said that this has been a long 2 year process. A lot of things could not have been done because of the contract. The Committee has assessed channel 22 has collected information on community needs and has started negotiations with Comcast. In the future there will be 3 EXTV channels; a Government channel and a Public channel which will only be available in Exeter and an Education channel which will be available in Exeter, East Kingston, Brentwood, Newfields, Kensington, and Stratham. Mr. Bruno told the Board about the live origination sites and the schematics of the future plan. He believes this is something that the community will be proud of. Mr. Aldrich asked where they are in the contract with Comcast. Ms. Miller stated that there was minimal response in May. There have been a number of conversations with tough negotiations. She is waiting to hear back from Comcast and they should be getting back to her this week. There has been a lot of detail completed by the Committee and there should be something final in a couple weeks. Mr. Campbell asked if the cost will be passed on to the consumers. Ms. Miller said that there is a

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franchise fee which will be at 3%. There is no opting out and no ala carte choice. Ms. Gilman thanked everyone in attendance and the entire CATV Committee for all of their years of hard work and dedication. Mr. Bruno responded by saying that the residents deserve quality and he looks forward to the public hearing.

ii. Review Sign Regulations/Temporary Signs

Ms. Gilman explained that the issue of sandwich boards has come up recently during a discussion about a local business putting items on the sidewalk. The Town has no formal regulations in place to deal with temporary signs. Signs are addressed in two places, the zoning ordinance and Chapter 5 of the town ordinance. The majority of towns put this matter in the zoning ordinance. Mr. Quandt said he sees no issue with the boards but that there should be uniformity to keeping them to one side or the other. Mr. Clement said that if this should go into the zoning board then everyone who wants to put out a sandwich board is going to have to get a permit. He also said that the enforcement on the signs is not being handled well.

Stan Dovholuk, a business owner in Exeter, came before the Board. He said that there needs to be consistency and enforcement of obstructions needs to be established and it needs to be applied fairly.

Ms. Gilman said that it would be a good idea to talk to various town bodies on this and get input from the HDC and the Planning Department.

iii. Notice of Award: EECBG Solar Array Grant

This grant was recently awarded to the Town from the EECBG program which has allocated \$50,000 for a solar array to be installed on top of the Wastewater Plant. This grant is available for review at the Town Managers office. Ms. Gilman stated that this is a great achievement.

iv. Notice of Award: Transportation Enhancement Grant

This grant award is for a total of \$282,240. The total project cost is \$403,200 making the Town's share \$120,960. The grant will assist in paying for the restoration of the baggage building at the Downeaster Train Station. Mr. Don Woodward stated that the baggage building will be turned into a welcome center for the community. He also said that this should help get some congestion out of the Down Town area.

v. Certified Local Government Confirmation

Ms. Gilman stated that the Town recently received notice that it has been chosen as a Certified Local Government. Certification will allow the Town to apply for and receive federal and state grant funding in the future for projects that support maintenance of the Town's historical infrastructure. This is a good designation.

vi. Review Regional Health CERT Grant

Assistant Fire Chief, Ken Berkenbush spoke to the Board about this grant. He stated that the Town has been awarded a \$15,000 grant to form a regional Community Emergency Response Team. This grant came from the New Hampshire Citizen Corps.

Mr. Aldrich moved to accept the grant of \$15,000 form the New Hampshire Citizen Corps for the formation of a regional Community Emergency Response Team. Mr. Campbell seconded. Vote: Unanimous.

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b. Old Business

i. Authorize Lease/Purchase: Fire Truck

The bid was awarded in the amount \$388,077. The description of the equipment is a 2010 E-One Cyclone II Custom Pumper. The term of lease runs through Sept 1st, 2017. This will be paid for in 2 installments per year with an interest rate of 4.92%.

Mr. Campbell moved to authorize the Town Manager to execute the documents for the lease of the fire truck. Mr. Aldrich seconded. Vote: Unanimous.

ii. Food Code: Third Reading

Assistant Fire Chief, Ken Berkenbush, stated that this is the last hearing of the food code. He asked of the Board had any questions before the adoption of the code. Mr. Clement asked if this affects food pantries. Deputy Health Officer, Judy Jervis, said that it does not affect them because they are not licensed.

Mr. Campbell moved to adopt the section 1204 Sanitary Production and Distribution of Food as amended in the town ordinance. Mr. Aldrich seconded. Vote: Unanimous.

7. Regular Business

a. Accounts Payable and Payroll Manifests

Mr. Clement moved to approve the accounts payable warrant for the week ending 6/4/10 in the amount of \$497,073.59. Mr. Aldrich seconded. Vote: Unanimous.

Mr. Aldrich moved to approve the Exeter Community Development Project warrant in the amount of \$40,500 payable once the money is received. Mr. Campbell seconded. Vote: Unanimous.

Mr. Clement moved to approve the regular weekly payroll warrant for the week ending 5/30/10 in the amount of \$159,117.28. Mr. Aldrich seconded. Vote: Unanimous.

Mr. Aldrich moved to approve the annual warrant for unlicensed dogs and to pass it along to the Town Manager and Police Chief. Mr. Campbell seconded. Vote: Unanimous.

b. Budget Updates - none

c. Surplus Declaration

Parks and Recreation has some surplus equipment and vehicle; a 1989 John Deer 935 lawn mower, a walk behind mower and the 1994 Ford Aerostar Van. Mr. Favreau asked Mr. Dean his recommendation for how he wanted these items handled. Mr. Dean recommended that these surplus items go up for bid.

Mr. Campbell moved that the 3 items be declared as surplus vehicles and equipment and may be put up for bid if they are operable. Mr. Quandt seconded. Vote: Unanimous.

d. Tax Abatements and Exemptions - none

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e. Water/Sewer Abatements – Unpredictable Leakage recommendation:

Mr. Clement moved to approve the recommendation to discount the bill by \$7353.75 making the new total \$7,425.72. Mr. Quandt seconded. Vote: Unanimous.

Mr. Clement moved to approve the abatement of the discounted bill from \$213.95 to \$ 143.96. Mr. Aldrich seconded. Vote: Unanimous.

f. Permits –

1. Application for permit for the use of The Town Hall Main Floor for the Seacoast Wind Ensemble on July 13th, 2010 from 6:30pm – 9:30pm.
2. Application for permit for the use of the Town Hall with stage use for the Exeter Arts Committee on Friday July 30th, 2010 at 7:00pm.
3. Application for permit for the use of the Town Hall with stage use for the Exeter Arts Committee on Friday July 23rd, 2010 at 7:00pm
4. Application for permit for the use of the Town Hall Main floor for Bill Binnie for U.S. Senate on June 12th, 2010 from 5:30pm - 7:00pm

Mr. Campbell moved to approve the permits as presented with the caveat that the fee has been paid for the Bill Binnie permit. Mr. Aldrich seconded. Vote: Unanimous.

g. Town Manager's Report – Mr. Dean thanked everyone involved with the Memorial Day parade. Everyone did an excellent job. The CIP review of projects is well underway. There will be a walk at Conner Farm at 9:30 am this Wednesday. The Bounds of Perambulation has been filed. The issue of the Town records taking up space has been brought up. The Statutory Committee determines what will happen with the files.

h. Legislative Updates – none.

i. Selectmen's Committee Reports

Mr. Aldrich – The Arts Committee will be showing movies at the Town Hall on Friday June 23rd and Friday June 30th at 7:00pm. There will be a new art show in November featuring artists and poets together. The Benefits Personnel Policy Committee had a good discussion on their new plan. They discussed the strengths and weaknesses. The CIP preliminary review of projects has begun. The Conservation Commission meets tomorrow night.

Ms. Gilman – The Energy Committee had a good discussion on educating the public on sustainability issues.

Mr. Quandt – Mr. Quandt thanked the CATV Committee for all of their hard work.

Mr. Clement – The Building Demolition Committee will meet Wednesday at 7:00pm for a public hearing for a building at 8 Portsmouth Avenue.

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j. Correspondence –

1. Letter of thanks from Ken Berkenbush to all who helped at the 101 accident
2. Planning Department; greenhouse gas emissions
3. Department of Revenue; warrant articles
4. Census Bureau; thank you

8. Review Board Calendar – Mr. Aldrich would like to have a discussion on the Exeter Historical Society building lease and Ms. Gilman would like to discuss the Fleet Study in an upcoming meeting.

9. Non Public Session - none

10. Adjournment

Mr. Campbell moved to adjourn the meeting at 9:35pm. Mr. Aldrich seconded. Vote: Unanimous.

Respectfully submitted,

Aimee Caruso
Recording Secretary