

# FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

June 15, 2009

**1. Call Meeting to Order**

Chairman William Campbell convened the meeting at 7:00 pm in the Nowak Room of the Town Office Building and introduced other members of the Board: Ms. Julie Gilman, Mr. Matt Quandt, Mr. Bob Eastman, Mr. Bobby Aldrich and Town Manager, Russ Dean.

**2. Minutes and Proclamations**

**a. Proclamation: Exeter Boy's Tennis Team Proclamation and Certificates**

Mr. Campbell introduced Coach Brad Wiggin and the State Champion Exeter Boy's Tennis Team. Coach Wiggin introduced the members of the team. Mr. Aldrich read the proclamation (attached) and Mr. Campbell distributed certificates to each of the team members. Mr. Campbell congratulated the team for their accomplishment. Mr. Dean also congratulated the team for their undefeated season.

**b. Regular Session: June 1, 2009**

**June 1, 2009-** Mr. Aldrich found a couple of grammatical and spelling errors.

**Mr. Aldrich moved to approve the June 1, 2009 minutes as amended; second by Mr. Eastman. VOTE: Unanimous.**

**June 8, 2009-** Minutes not complete yet.

**c. Non Public Session: June 1, 2009**

**Mr. Aldrich moved to approve the June 1, 2009 non public minutes as presented; second by Ms. Gilman. VOTE: Unanimous.**

**4. Appointments**

**a. Budget Recommendations Committee –**

Bob Kelly and Jeff Warnock as members with terms to expire 3/09/10.

Mr. Aldrich has worked with the Town Clerk's office to establish how many seats are available on the Budget Committee, but he reports that there have not been any concrete findings. Because of the lack of a clear answer Mr. Aldrich does not object to appointing the 2 candidates for Budget Committee. Mr. Eastman does not believe that more than one person should be appointed because the current roll shows only one open position on the Committee.

**Mr. Aldrich moved to appoint Bob Kelly and Jeff Warnock to the Budget Recommendations Committee with a term to expire 3/09/10; second by Mr. Quandt. VOTE: 4-1 Carries.**

**b. Nomination to Exeter River Management Advisory Committee**

**Mr. Aldrich moved to nominate Don Clement to the Local River Management Advisory Committee at the Department of Environmental Services. Ms. Gilman seconds. Vote: Unanimous.**

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## 5. **Department Reports:** Arts Committee, Assessing Department and Police Department

**Arts Committee** – Jane Kiernan, Chairman of the Arts Committee and Dean Scott, past Chairman of the Arts Committee appeared to report on their activities. Ms. Kiernan reported that the Arts Committee has 11 volunteers and 9 committee members who act as stewards of the gallery space in the Town Hall. Recently there have been repairs made to the ceiling of the gallery and they would like to improve the lighting in the gallery with Arts Committee funds and some assistance from the maintenance department. The Arts Committee puts on 7 shows per year and also has an active painting club,

**Assessing Department** – Assessor John DeVittori appeared to give a report about the current state of the assessing department. He reports that the town's current assessments are 97% of market value as of April 1, 2008. Mr. Eastman was interested in the allowable range of assessments and Mr. DeVittori reported that 90% to 110% of market value is acceptable.

**Police Department-** Chief Kane reports that Sergeant Jay O'Neil will be retiring June 28 and will be missed by the department. 200 applications were received for the open patrol positions and they are conducting 60 interviews. The Police Department has 3 different grants in process: 1) Federal rehiring grant, 2) Police stimulus equipment grant to purchase things like tasers, body wire and a crime mapping system, and 3) Bullet proof vest grant which would contribute one half of the replacement costs of bullet proof vests. None of these grants have been decided yet. ACO Neal Jones is working on the Dog Warrant and there are 380 outstanding unregistered dogs on the list and this is a very time consuming project for the department. Chief Kane reported that the bike patrol is currently active, the speed trailer is being used in various locations, and that the department is in the final phase of the state accreditation with a goal of completing the process by August. Mr. Quandt asked how soon Officer Jones would be going door to door regarding unregistered dogs and Chief Kane replied that it would be soon so he encouraged the public to come to the Town Clerk's office as soon as possible and get the animals registered to avoid the home visit and possible fine.

## 6. **Discussion / Action Items**

### **a. Review Energy Cost Savings Proposal**

Ms. Gilman spoke about a program that Unitil is offering to municipalities that would offer the town an energy plan, materials and labor at a reduced cost. This plan would save the Town about \$13,000 per year in energy costs and the cost would be about \$34,000. The program has been offered to Exeter but the Town must draft a letter of intent to participate in the program within the week in order to retain a spot in the program. The Board agreed to allow Mr. Dean to draft the letter of intent as long as it is not financially binding. The Board also asked Mr. Dean to come back to the Board at the next meeting to talk about how the Town will pay for this program.

**Mr. Aldrich moves to authorize the Town Manager to sign a letter of intent to enroll in the Unitil Energy Program. Mr. Eastman seconded. Vote: Unanimous.**

### **b. Authorize the Town Manager to apply for SRF Funding: ARRA Projects**

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**Mr. Aldrich moved to authorize the Town Manager to apply for and expend funds under RSA 486:14 up to the amount of \$144,000 for the purpose of funding the Industrial Drive Culvert Project approved at the May 27, 2009 Special Town Meeting.**

**Mr. Aldrich moved to authorize the Town Manager to apply for and expend funds under RSA 486:14 up to the amount of \$380,000 for the purpose of funding the Water Street Sewer Interceptor Project approved at the May 27, 2009 Special Town Meeting.**

**c. Revised Letter of Support: Felder/Kuehl Project**

Mr. Felder appeared to tell the Board of the progress of his project. This letter of support is necessary to keep the project on track.

**Mr. Quandt moved to sign a letter of support for the Felder/Kuehl workforce and senior housing project, second by Ms. Gilman. VOTE: Unanimous.**

**d. Grant Acceptances: Fire Department Health (\$2,500.00), LCHIP monitoring grant (\$280.50) and a donation from Exeter Junior Women's Club (\$100.00)**

**Mr. Eastman moved to accept the following grants: FDA health grant for the fire department in the amount of \$2,500; LCHIP monitoring grant for \$280.50; and a \$100 donation from the Exeter Junior Women's Club for trail maintenance and improvements, second by Mr. Aldrich. VOTE: Unanimous.**

**e. Board and Town Manager Goals 2009**

An updated list is in the packet. Mr. Aldrich would like to see a date set to complete the pay plan and the Board agrees that September 1, 2009 would be a realistic timeframe. Mr. Aldrich inquired about the progress of the working environment in the Town Office and Mr. Dean said that there are plans being made to address this issue. Mr. Aldrich would also like to add one other goal which is to find a replacement for Town Counsel, Lynn Morse, who retired earlier in the month. Mr. Aldrich also volunteered to be the Board's representative during that process.

**7. Regular Business**

**a. A/P and Payroll Manifests- None.**

**b. Dog Warrant-** This item has been discussed earlier this evening. The Board signed the dog warrant.

**c. Tax Abatements & Exemptions –**

**Mr. Aldrich moved to deny the abatement request for Map 65 Lot 117. Mr. Eastman seconded. Vote: Unanimous.**

**Mr. Aldrich moved to approve the notice of Intent to Cut Wood or Timber for Map 54 Lot 2 Unit 1. Ms. Gilman seconded. Vote: Unanimous.**

**Mr. Aldrich moved to approve the warrant for collection of the Land Use Change Tax for Map 98 Lot 37 in the amount of \$72,025. Mr. Eastman seconded. Vote: Unanimous.**

Mr. Dean noted that the Land Use Change Tax is for the Boulders Project.

**d. Permits**

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The Local Government Center requests use of the Town Hall for a lecture series from 6pm to 9:30pm on October 14, 21 and 28, 2009.

**Mr. Aldrich moved to approve the permit request for Local Government Center, second by Ms. Gilman. VOTE: Unanimous.**

Mr. Aldrich would also like to report to the Board that the stipulations that were agreed upon with Peter Datillo last regular meeting have continued to be problematic. Chief Kane visited Mr. Datillo last week to remind him of where his is supposed to be during the Farmers Market. Mr. Eastman said the permit should be reviewed or revoked if these problems persist and Mr. Campbell said that the Board should revisit the permit if problems are not resolved.

**f. Town Manager's Report** Mr. Dean attended a seminar in Concord last Friday on economic development at the Department of Resources and Economic Development and hopes to bring some of the ideas to the Board in the future. The water tank bond interest rate has been verified to be 3.97%, which is great news for the town. New trash and recycle bins were placed around the downtown area last week and he expects them to be very successful. Mr. Dean would like to wish a happy retirement to Lt. Glenn Stewart from the Fire Department and Sgt. Jay O'Neil from the Police Department. Sgt. O

## **g. Selectman's Committee Reports**

**Mr. Eastman:** Nothing to Report.

**Ms. Gilman:** The Train Committee met and continued to discuss their goals. The Exeter Regional Transportation Committee is looking for grant funding and will be coming to the Board to approve a letter of intent.

**Mr. Quandt:** The Exeter River Study Committee discussed tree removal from the river as well as general river cleanup. The water study will be out in September and that is when the next meeting of that committee will be.

**Mr. Aldrich:** The Trail Committee meets tomorrow, which is a variation on their usual meeting. The Arts Committee will meet Thursday. The Conservation Commission will be updating the forestry plan with the Forrester since the plan has not been updated since 1993. They also discussed ongoing projects and are still contemplating the chairman's position since they do not have a clear candidate at this time.

**Mr. Campbell:** The Planning Board met last Thursday. The Board will start doing the signing of the manifest at the next Selectmen meeting.

## **h. Correspondence**

1. Zoning Board of Adjustment agenda for June 16, 2009.
2. Planning Board agenda for June 25, 2009.
3. Notification of First Annual Local Energy Committee Conference, June 20, 2009 at Gappone Center, Concord, NH from 8:30am to 4:00pm.
4. Invitation to meeting at Hampton Town Hall, 1:00pm on Tuesday, June 16, 2009 to discuss regional recycling efforts.
5. Letter from Dana Bisbee to Town Manager regarding changing law firms from Pierce Atwood to Devine Millimet.

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6. Notice of retirement farewell to Lt. Glenn Stewart on Griday, June 26, 2009 from 11:00am to 2:00pm at the Fire Department.
7. Police Sgt. Jay O'Neil notice of retirement effective June 28, 2009.
8. Notice of Intent to FERC from Maritimes and Northeast Pipeline System, public comment period ends June 29, 2009.
9. Request from water/sewer to purchase leak detection equipment 9if no objection this will be funded from water budget regular funds) as it is under \$25,000 and three quotes have been obtained.

## **8. Public Hearings - none**

**9. Second Public Comment** – Arthur Baillargeon asked if the work session next week was a public meeting and if it would be televised. After some discussion, it was decided that next week's work session will be televised and the prior work session that was recorded but not televised should be aired.

**10. Non Public Session** – **Mr. Aldrich motioned to move the Board into the Non Public Session under RSA 91: a (3) (2a) employee compensation at; Mr. Quandt seconded. Mr. Aldrich called the roll.**

**Ms. Gilman – no, Mr. Eastman- no, Mr. Campbell – aye, Mr. Quandt – aye, and Mr. Aldrich – no.**

There will not be a non public session. Mr. Aldrich believes that the matters to be discussed are general to the workers of the town; therefore it does not qualify for non public session. This matter will be discussed at the work session next week.

## **12. Adjournment –**

**Mr. Aldrich moved to adjourn at 8:55pm, Mr. Eastman Seconded. Vote: Unanimous.**

Respectfully submitted,

Kelly Geis  
Recording Secretary