

FINAL MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

November 9, 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. Mr. Campbell introduced the other members of the Board: Mr. Robert Eastman, Mr. Matt Quandt, Mr. Bobby Aldrich, Town Manager, Russ Dean and Ms. Julie Gilman.

2. Public Comment

Mr. Don Clement spoke about the drawdown and survey of the river. He thanked the Department of Public Works for cleaning up debris, including engine blocks, 55-gallon drums, tires and bicycles. He also mentioned that he found evidence of leaf and trash disposal and urged all Exeter residents to follow proper disposal protocol. Mr. Quandt asked about the procedure for handling trees that fell during the ice storm. Mr. Clement replied that there will be guidelines published regarding proper tree removal, but he recommended the use of a professional organization who will work in coordination with DES toward proper shoreline maintenance. The drawdown will be ongoing through November while the wells are being tested.

3. Minutes and Proclamations

Mr. Aldrich moved to accept the minutes of October 26, 2009 as presented. Ms. Gilman seconded. Vote: Unanimous.

4. Appointments

- a. **Mr. Aldrich moved to accept the nomination of Darius Thompson to the Technology Advisory Committee for a term expiring April 30, 2012. Mr. Eastman seconded. Vote: Unanimous.**

5. Department Reports – Public Works, Fire

Jennifer Perry, DPW Director, was ill and not able to attend the meeting.

Fire Chief Brian Comeau reported:

- Ambulance runs ran above average for the month.
- All Fire Department personnel received H1N1 flu shots.
- Work began with Bruce Mayberry to discuss Fire Department impact fees.
- Work is ongoing with Mercury Associates on the Fleet Study.
- Meetings took place with the budget subcommittee to answer any additional questions.
- Ten members of the Fire Department were recognized at the state level in Concord, NH.
- A retirement party was held to recognize three members.
- A few local awards were presented to several Fire Department personnel who were involved with lifesaving rescues, along with a shift unit citation.
- Fire Explorer Michael Morin received two awards.

Mr. Campbell would like to see these people recognized in the newspaper, and Chief Comeau said he would submit the information to the newspaper and post the information on the Fire Department website as well.

6. Discussion/Action Items

a. Historical Resource Grant Application

Ms. Gilman said this application is for a contract between the Town and the Division of Historical

FINAL MINUTES

Resources made in the name of the Heritage Commission for a grant to do a Town wide survey. The DHR will take the grant to the Department of the Interior, in the amount of \$12,820 total; \$12,000 from the federal government and \$820 from the state portion. The grant period starts December 1, 2009 and ends on September 30, 2010. Ms. Gilman stated the grant money will be given to a preservation contractor to provide the final product.

Ms. Gilman moved that the Board approve the contract with the New Hampshire Division of Historical Resources for a total of \$12,820, \$12,000 subject to federal reimbursement and \$820 provided by the Division of Historical Resources. Mr. Aldrich seconded. Vote: Unanimous.

b. Fire Chief Lease Agreement

Mr. Campbell stated that since the rent had not been raised last year, there will be a 3 percent raise compounded over two years in the amount of \$1422, for one year plus one month beginning January 1, 2010.

Mr. Campbell motioned to approve the lease as presented stating the rent in the amount of \$1422. Ms. Gilman seconded. Vote: Unanimous.

Mr. Campbell stated that Section II of the lease agreement should be amended to a new term commencing on January 1, 2010 and ending on December 31, 2010.

Mr. Campbell motioned to approve the lease date amendment from January 1 through December 31, 2010. Vote: Unanimous.

c. COLA Discussion

Mr. Campbell asked for input on COLA increases affecting non-union personnel. According to the Bureau of Statistics, the Consumer Price Index is less this year and he feels it should remain at zero percent despite the fact that there will be slight health care increases. Mr. Eastman said he would like to continue with zero percent increases in 2010 based on the November CPI results, and a decision was made to wait until next week to finalize and vote.

7. Regular Business

a. Accounts Payable and Payroll Manifests

Mr. Aldrich moved to approve the weekly Payroll warrant dated November 4, 2009 in the amount of \$328,418.45. Mr. Quandt seconded. Vote: Unanimous.

Mr. Aldrich moved to approve the Accounts Payable warrant dated November 6, 2009, in the amount of \$2,129,455.70. Mr. Quandt seconded. Vote: Unanimous.

Mr. Aldrich stated there were a few big ticket items:

1. Dennis Burke for the gas and diesel pumps, in the amount of \$13,590.
2. Payment to the Cooperative School District, in excess of \$1,000,000.
3. Payment to the Exeter School District for approximately \$890,000.
4. Chemicals for the Water Treatment Plant, just over \$10,000
5. Engineers for the Gilman Stadium Wells Project, just over \$10,000
6. Unutil for approximately \$40,000.
7. Water and Dam Survey Engineers, \$25,511.

FINAL MINUTES

Mr. Aldrich moved to approve the payments. Mr. Quandt seconded. Vote: Unanimous.

b. Budget Updates

Mr. Dean stated that the budget committee process begins tomorrow at 6:30 pm, starting with Public Works.

c. None

d. None

e. Permits

Mr. Dean said there was a request from the Fire Department Toy Bank for the use of Town Hall from 4:00 pm to 8:00 pm on December 22, 2009, for present wrapping.

A question was raised about the EHS Senior Humanities Department hot chocolate/bake sale request outside the building. Parade organizers gave their approval, and no conflict was found for December 5, from 11:00 am to 9:00 pm.

A parade permit dated December 4, 2009 needed to be changed to December 5, 2009.

A permit for a Yuletide Fair banner for the Exeter Area GFWC to cross Water Street has been requested for November 8 through November 21, 2010.

A Town Hall use permit for the City Year New Hampshire training session was requested for November 13, 2009, from 8:30 am to 12:00 pm.

Mr. Aldrich moved to approve the permit requests as presented with the non-profit waiver of a fee. Mr. Quandt seconded. Vote: Unanimous.

f. Town Managers Report

1. Mr. Dean noted that the budget process will begin tomorrow at 6:30.
2. Setting of the tax rate is scheduled for Thursday.
3. Town Offices will be closed for Veteran's Day and there will be a ceremony in Gale Park.
4. COLA discussions continue all over the state and Exeter is evaluating the overall feedback.
5. The river drawdown is a major project and Mr. Dean thanked the DPW for all their efforts and encouraged residents to visit the site.
6. The legal letters were signed today and will be going back to the auditors for their draft report.
7. An update on the Fleet Study was received from the consultant and more information is required from the Fire Department before a draft report can be submitted.
8. Water/Sewer bills for October have been sent.
9. The legal RFP process has been completed.
10. Comcast was favorable toward the Town's request for three channels, and talks for new contracts will proceed.
11. Thank you to the DPW for hosting the Plow Rally.
12. Mr. Dean will meet with the retail merchant's group Wednesday night at 6:00 pm regarding sidewalks.

Ms. Gilman asked about the Comcast contract and wanted to know if there will be a senior discount. Mr. Dean stated that has been looked at favorably and should be forthcoming.

FINAL MINUTES

g. Selectmen's Committee Report

Mr. Aldrich reported that the Conservation Committee met last week at a work session to look at the trail plan. They have another meeting tomorrow night to follow up.

The Arts Committee will meet next Thursday at 6:30 pm.

The Town Counsel Search Committee was unanimous on their recommendation, and a follow up interview was scheduled to finalize the selection. Mr. Aldrich anticipates a representative from the firm will attend a future Board of Selectmen meeting to introduce their organization.

Mr. Quandt reported that the River Study Committee will meet Thursday at 9:00 am.

Mr. Quandt motioned to put the pay plan discussion on the agenda for next week. Mr. Eastman seconded. Mr. Campbell stated he would organize and present. Vote: Unanimous.

Mr. Eastman – Nothing to report

Ms. Gilman reported that the Energy Committee met with the same group of people who are working with the SAU16 on solar funding. They will tour various buildings to evaluate the efficiency of our pumps, furnaces and boilers, with zero cost up front. They will report back to the Energy Committee with recommendations and market costs of solar panels and micro-turbines to help with future energy management and conservation.

Ms. Gilman attended a sustainability summit in Portsmouth with representatives from various local energy committees, where water and ecological conservation concerns of the Great Bay were discussed. Ms. Gilman gave a presentation on what the Exeter Energy Committee was doing in association with other surrounding towns.

Mr. Campbell said the Planning Board met last week and gave conditional approval to the Wright Subdivision on Ashbrook Road.

Approval was given to Peter Waltz on his property to create a large area to cultivate peonies.

The Planning Board heard proposals from Exeter Hospital for an expanded healthcare district. Zoning amendment discussions are ongoing.

Ms. Gilman additionally reported on the Heritage Commission's demolition review. The property on Hampton Road, known as the Town Line Grill will be demolished.

Mr. Aldrich added that Pete Richardson, Chair of the Conservation Commission was chosen as the recipient of the 2009 Gulf of Maine Visionary Award, which will be presented on December 9, 2009, in Portsmouth.

h. Correspondence

1. A reminder that the LGC Conference is coming up on November 18, 2009.
2. A Veteran's Day Ceremony will be held at Gale Park on November 11, 2009.
3. A thank you from the Richie McFarland Children's Center for the Town's aid.
4. A request for dues from the RPC which is slated for the oncoming budget.
5. A letter from Comcast that shopping channels will be changed.

FINAL MINUTES

6. A letter from the Department of Environmental Services requesting details of the drawdown, and requesting a formal flood response plan to be put into place until dam issues are resolved.
7. A note from Upton & Hatfield stating that they are representing the Town in court on a tax appeal for the Brooks Properties v. Town of Exeter.
8. A Unitil invitation to an informational meeting at the Galley Hatch on Tuesday, December 8, 2009, for natural gas emergency procedures.
9. The Board of Tax and Land Appeals is hearing the case of the Ho Family v. Town of Exeter regarding their assessment.
10. A letter from Gail Hunter who would like to be a member of the Council on Aging. Mr. Dean was asked to contact Mrs. Hunter.

8. Second Public Comment - None

9. Adjournment

Mr. Aldrich motioned to move the Board into the Non-Public Session under RSA 91: a (3) (2a) to discuss employee compensation at 7:47 pm; Mr. Eastman seconded. Mr. Aldrich called the roll.

Mr. Eastman, aye; Mr. Campbell, aye; Mr. Quandt, aye; and Mr. Aldrich; aye. Ms. Gilman; aye.

11. Adjournment

The Board emerged from non-public session and Mr. Aldrich motioned to adjourn at 8:30 pm; Ms. Gilman seconded. Vote: Unanimous.

Respectfully submitted,

Linda Baresich
Recording Secretary