

Budget Recommendations Advisory Committee

November 18, 2021

6:30 PM

CIP Night

Draft Minutes

Members Present: Bob Kelly, Chair; Christine Soutter, Vice Chair; Corey Stevens, Nancy Belanger, Christopher Zigmont, Enna Grazier, Mark Fabian, Judy Rowan, Anthony Zwaan, and Liz Canada. Kathy Corson was present remotely via Zoom.

Others Present: Russ Dean, Melissa Roy, Niko Papkonstantis, Stephan Poulin, Greg Bisson, David Tovey, Jennifer Perry, Matt Berube, Eric Wilking

Mr. Kelly called the meeting to order at 6:30 PM

1. Purchase of 10 Hampton Road

Greg Bisson of Parks and Rec was present to discuss the proposed purchase. Mr. Kelly said the subcommittee is recommending an additional \$100,000 for ADA Improvement, for a total of \$1,250,000.

Mr. Bisson said 10 Hampton Road would be a strategic purchase to allow access to the Recreation Park, provide a home for the Parks and Rec Department, and increase parking by up to 70 spaces. It would reduce future CIP requests from the Department, such as building a Community Center. This purchase would allow the Department to vacate 32 Court Street.

Mr. Stevens asked about the long term vision for Parks and Rec. Mr. Bisson said the additional 70 spaces will ease, but not solve, the parking issues at the Rec Park. We will be back eventually to have building renovations. We plan to do an in-depth analysis of the Dept needs, working with the Facilities Committee. This purchase would allow us to chip away slowly rather than do projects all in one big chunk. Mr. Stevens asked if they're happy with the current condition of the property, and Mr. Bisson said it's almost move-in ready. The first \$100,000 we're requesting will help make it public ready. The roof is relatively new, within the last 10 years. The mechanicals and structure are in decent shape. The location is the most critical feature.

Mr. Kelly asked if Mr. Dean had looked at the numbers for a bond. Mr. Dean said over 10 years, at an estimated 0.96% interest rate, it would have a tax impact of 6.2 cents per thousand in the first year, with a total cost [for a \$300,000 property] of \$18.53 in the first year and \$17.07 in the 10th year. The annual bond payment in year 1 would be \$137,000, and in year 10 \$126,200. Mr. Kelly said there was a potential \$12M in the Rec plans for the next several years, and we could save \$6-8M of that money with this purchase.

Ms. Soutter said this would reduce the cost of the Rec complex quite a bit, and increase parking, which is huge. Mr. Dean said it also resolves the summer camp issue of where to put campers in inclement weather.

Ms. Belanger said this is a great opportunity. The parking is on the same side of the street, which will reduce people crossing the street.

Mr. Zigmont said this will cost less than the proposal that didn't pass a couple of years ago. Is there discussion of razing that building and putting something new there? Mr. Bisson said we'll examine what the future of that building will be. We believe in the structure with possibly a small expansion, but need to do an evaluation of our needs moving forward. We're looking to be fiscally responsible and sustainable.

Dr. Zwaan asked Mr. Bisson to compare Court Street with the new property. Mr. Bisson said there are 23 parking spaces at Court Street, minus 6 for staff and several for Meals on Wheels, vs 70 at the new building. The square footage in Court Street is about the same, but this building would have more programming space. Storage is similar.

Ms. Grazier said the new building is not sufficient for the programming they had hoped for a couple years back. This will be a cramped space for the campers in bad weather. This will not be the Parks and Rec complex that we were envisioning. Mr. Bisson said we want to be as frugal as possible.

MOTION: Ms. Soutter moved to approve moving the 10 Hampton Road building purchase proposal on to the Select Board. Dr. Rowan seconded. Ms. Belanger was out of the room during the vote. In a roll call vote, the motion passed 10-0-1.

2. Fund Balance and ARPA funding

Mr. Dean said we have \$4.9M in our fund balance as of Dec 31st, plus revenues and expense differentials, which will carry over and create more fund balance to lower the tax rate. Annually the Select Board has allocated \$700-800,000 to lower the tax rate. The fund balance needed is 5% - 17%, and right now it's about 8%. There are 4 CIP items and warrant articles earmarked for fund balance: the Raynes Barn Improvements, the Parks Improvement Fund allocation, the dump body truck in Public Works, and the Fire Department's Car 3 replacement. There wouldn't be a tax impact if these are approved by the voters. The ARPA funds are \$1.6M, with \$800,000 on hand and \$800,000 coming. There's about \$950,000 that we could apply to General Government services. There are a couple of projects that are good candidates for ARPA funding. We have until 2026 to spend the money, but it must be committed by 2024.

3. Pickpocket Dam

Mr. Stevens said received a legal letter in 2020 regarding specific issues with the dam and what we need to do. We must think about modifying it. We were required to do a breach analysis and it was reclassified as High Hazard because of the risk of damage downstream. That classification means we must do analysis and planning for modification or removal of the dam. In 2021, some legal work was done and breach events were considered. We initially had until mid-2025 to come up with a plan and execute it, but we now have until 2027. \$185,000 was requested this year to be used in conjunction with remaining funds from 2 years ago, \$110,000, plus some potential grant money, to do a feasibility study. He asked Ms. Perry if the State is ok with us just modifying it, or do they want it removed? Ms. Perry said we will look at multiple

alternatives, if any are feasible those alternatives are acceptable. Mr. Stevens said the language in the most recent letter from the State is much softer in the past.

Dr. Rowan asked if this feasibility study would include possible impacts on downstream properties. Mr. Stevens said yes, whatever we implement has to mitigate the existing potential impact. Ms. Perry said that's the primary goal, reducing the impacts to the downstream abutters.

Ms. Perry said this week we learned that we will be receiving a Coastal Resiliency Grant of \$40,000. The other funding was a State Revolving Loan fund of \$75,000 in principal forgiveness; it's likely that we're eligible for \$100,000 of pure grant, which is even better. If this project is in the queue when Federal Funding becomes available, we stand a better chance of getting grants.

Dr. Zwaan asked if we approve the \$185,000, would we be in better shape for the potential infrastructure bill? Ms. Perry said it's up to the State, but the sooner we know what our alternatives are and what approach to take the better position we will be in.

Dr. Zwaan asked if there's potential for electricity generation for this kind of dam. Ms. Perry said this is low head, not a high dam. When we looked at Great Dam, which is similar, it didn't have enough generation capacity.

Mr. Kelly said the letter from the state said 2027 or "another schedule that aligns with your resources." If we approve the money, we don't necessarily need to spend it, but would be in line for additional money from the Feds. We would like to have this paid by ARPA funds, which would allow time to assess the situation without impacting the tax payers. Mr. Zigmont said if we get a 50 year rain now and the dam fails, who pays for that? Ms. Perry said the town is responsible. There's potential funding through FEMA. Mr. Zigmont said weather events are getting more intense, so it doesn't make sense to delay this work.

Dr. Zwaan said this expenditure is ok, but he's skeptical of future expenditures.

MOTION: Mr. Kelly moved to approve this item for consideration by the Select Board, with the additional consideration they use a portion of ARPA funds to pay for this and not have it impact the General tax rate for 2022. Ms. Soutter seconded. Mr. Dean asked if this vote is recommending the project or just recommending that the Select Board review it. Mr. Kelly said we're approving it, but as a recommendations committee. Dr. Rowan asked about the funding and possible grant money. Ms. Perry said it's not committed, so shouldn't change the numbers at this point. Mr. Dean said the original amount in the CIP was \$300,000, less the \$40,000 Coastal Resiliency fund plus the \$75,000 SRF allocation. The remainder is \$185,000, which might come down if the \$100,000 materializes. Mr. Zigmont said if there is modification, what will be maintenance of the dam in the future? Ms. Perry said with Great Dam we did lifecycle maintenance for each alternative, so that would be part of the calculation. In a roll call vote, the motion passed 11-0.

4. Westside Drive Reconstruction Project

Mr. Kelly said the drainage aspect of this project will come from the General Fund, while the Water and Sewer components will come from Water and Sewer. We are looking to reduce I/I (infiltration and inflow, groundwater and

rainwater entering into the sewer line). We did Jady Hill and reduced I/I and improved drainage; Westside Drive is the second large catchment in town we will address. Mr. Stevens said \$330,000 for this year for Design and Engineering, a \$4.8M project in total, a 3-4 year project. Mr. Dean said it's a contemplated 5 year bond, which is the maximum length allowed to borrow for design. Dr. Rowan asked if this might be funded from the Federal Infrastructure bill. Mr. Dean said we hope so. We'll have a fully designed, "shovel ready" project, which will help us with funding.

MOTION: Mr. Kelly moved to accept the Westside Drive Reconstruction Design project as written for \$330,715 for consideration by the Select Board. Ms. Belanger seconded. In a roll call vote, the motion passed 11-0.

5. Fire Department Self-Contained Breathing Apparatus

Dr. Rowan said this request was deferred from last year. Chief Wilking has spoken about the necessity of replacing this equipment. We explored purchasing half of the equipment, but that creates a problem with a potential difference in models. This would be a seven year lease purchase, with a first year payment of \$59,000.

Chief Wilking said the self-contained breathing apparatus is the backbone of being able to operate in atmospheres of fire and smoke. He spoke to the manufacturers about purchasing half of the equipment in year one, and they felt they could maintain the design and model, but how would we make do with aging packs that are 10 years old? It would be a large safety issue. We would like the full 40 packs this year. This is a pre-bid figure, and the manufacturers are reasonably confident that we could see some reductions from the \$348,000. Dr. Rowan said the subcommittee fully supports this request.

Mr. Stevens asked about the lead time for delivery, and Chief Wilking said about 3 months. Dr. Zwaan asked about the old ones, and Chief Wilking said the manufacturers will take them in trade. If we switch models they'll be scrapped, but if we stay with Scott manufacturing there may be a small value.

MOTION: Dr. Rowan moved to approve the \$348,344. Dr. Zwaan seconded. In a roll call vote, the motion passed 11-0.

6. Police Body Cameras

Dr. Rowan said the subcommittee supports this proposal. Chief Poulin said we have exterior support from the State and BLM and internal support from Officers and the Exeter Police Stakeholders committee. This is the future of policing. These cameras are the best, with instant downloading of video. Manchester, Hudson and Hollis have them, and Dover and the State Police have been approved for this set of cameras. Dr. Rowan said that cameras can help get convictions in court and address complaints from residents. There's a State grant, NH is getting \$1M, and they'll match 50% up to \$50,000. The CIP number could be reduced. Ms. Soutter asked if they could use a few less and still have it

work. Chief Poulin said it will be part of the Officer's uniform, so we would run into issues if we don't have enough.

MOTION: Ms. Belanger moved to approve the \$233,000 requested by Chief Poulin for body-worn cameras. Dr. Rowan seconded. In a roll call vote, the motion passed 11-0.

7. Raynes Barn Improvements

Ms. Belanger said the Conservation Commission had gone for a previous grant they didn't get, but this year they worked with LCHIP and focused more on how to use Raynes Barn in the future. It hasn't been approved yet, but it's promising. Original price is \$249,600, but they will use \$50,000 from the Conservation fund, and there's a potential \$100,000 grant. The barn needs serious work. It will be used more when it's complete. The Subcommittee recommends this project. Mr. Kelly asked if we do not get the LCHIP grant, will we not pursue the project? Mr. Dean said yes, it's contingent. We should hear about LCHIP in December. Mr. Stevens said the Facilities Committee approved this project, and there is a letter of support from them.

MOTION: Ms. Belanger moved to approve the Raynes Barn Improvement project for \$249,600, contingent on receiving the \$100,000 LCHIP grant, and \$50,000 from the Conservation fund. Ms. Grazier seconded. In a roll call vote, the motion passed 11-0.

8. Intersection Improvement Plan

Mr. Stevens said this was originally a 2023 project that we moved to 2022 given issues that came up this year. We would take \$50,000 for the highest priority intersections and have a consultant say what should happen there and what it will cost. Ms. Perry said we get a high volume of requests about improvements to intersections.

Mr. Kelly asked if there is any crossover between this and the bike/pedestrian plans. Ms. Grazier said Mr. Zigmont previously said there are separate purposes, funding, and policies in those areas. Consolidating them is ineffective. Mr. Zigmont said we risk losing both if we combine them and the number's too big. Ms. Perry said we're going to be looking at bike and ped aspects to these intersections, but the Master Plan for bike and pedestrian has a different focus.

MOTION: Ms. Soutter moved to approve the intersection improvement plan for forwarding to the Select Board. Dr. Rowan seconded. In a roll call vote, the motion passed 11-0.

Mr. Stevens asked if the language of the motions means we're approving it for the voters or just for the Select Board. Mr. Kelly said the committee's place in the hierarchy is recommending to the Select Board. Mr. Papakonstantis said he as Chair of the Select Board takes very seriously the recommendations and comments the BRC makes. Ms. Soutter said we're voting that we support it going on the warrant, not just that the Select Board should consider it. Mr. Stevens said that in the past, we've moved things along without supporting it, like the Rec Park project. Mr. Stevens said the motion at that time was to move it forward for

discussion since we didn't have enough information. It was "kicking the can down the road." That's the only time he can remember doing something like that.

9. Parks Improvement Fund

Ms. Soutter said the subcommittee asked Mr. Bisson to bring a list of projects for the Parks Improvement fund. We heard previously that \$100,000 for the fund wouldn't be enough to get everything done. This year, \$150,000 was proposed. It was reduced to \$50,000 because the priority is the purchase of 10 Hampton Road, but she has a problem with that. It needs to be at least \$100,000, where it was before. Even \$100,000 doesn't get the job done. The parks are being heavily used, and we can't cut that funding in half. Mr. Zigmont said should the building not pass on the warrant and only approve the \$50,000, we're really selling ourselves short. Mr. Bisson said he did bring a list. We're trying to be financially feasible for the community. Deferred maintenance is a problem, but he stands by reducing it to \$50,000.

Mr. Stevens said if we allocate \$150,000 to Parks, we should move the \$100,000 maintenance budget up too. We have far more buildings than parks. Mr. Dean said part of the thought process is that we have \$116,000 in the Parks fund already, and this could be a one-year carryover. We could come back in FY23 for \$100,000 or \$150,000.

Ms. Soutter asked how much of \$100,000 they have spent. Mr. Bisson said we spent \$100,000 on Park Street Common. Dr. Zwaan asked why there's \$116,000 parked. Mr. Bisson said it's earmarked for Park Street Common. We also did the mini playground renovation at Rec Park with the DPW, renovated the pavilion at Rec Park, replaced the guard rail and did a tree planting at Gilman Park. We spent about \$65,000 this year prior to Park Street Common. We will have \$16,000 in the fund after Park Street. In FY22, we're only doing pool painting and replacing 4 drinking fountains with ones having bottle-filling stations.

Ms. Belanger asked if they had \$100,000 instead of \$50,000, would they have enough time to spend it? Mr. Bisson said yes.

MOTION: Ms. Soutter moved to increase the Parks Improvement Fund allocation to \$100,000. Ms. Belanger seconded. Dr. Zwaan said he hopes this is maintenance and not just big projects. Mr. Bisson said yes, there are a number of small projects as well. Ms. Corson said she's concerned about the use of the DPW in Parks projects when they're also trying to do building maintenance. She's more inclined to do \$50,000. In a roll call vote, Ms. Corson voted nay and the motion was approved 10 - 1.

10. Vehicle Replacement

Mr. Kelly said the first request is part of the budget, as Police vehicles are done. Dr. Rowan said the Police Department wants to replace two vehicles that have high miles with two hybrid Ford Explorers.

MOTION: Ms. Belanger moved to approve \$253,658. Dr. Rowan seconded. In a roll call vote, the motion passed 11-0.

a. Engine 5 Replacement

Ms. Rowan said this request was initially on the deferred list, but when we got the maintenance report, Engine 5 is in worse shape than expected and barely passed inspection. With rust and corrosion, its current condition is a safety issue. Given supply chain and labor shortage issues, the usual timeline of a year for it to be built could take even longer.

Chief Wilking said the report said that the truck is already deteriorating. In conversations with two of the three major vendors, the build time has moved to 450 days. Even if it passed by the voters, we won't see the replacement until June/July of 2023. Costs could also go up by \$30-60,000 if we defer. There could be savings with a lease purchase. There may also be some trade value from Engine 5. Mr. Kelly said there are a lot of DPW vehicles coming to the end of their useful life, so there's no relief over the next few years.

MOTION: Dr. Rowan moved to approve the Engine 5 replacement at \$650,000. Ms. Belanger seconded. In a roll call vote, the motion passed 11-0.

b. First Car 3 Replacement

Dr. Rowan said this request is for Car 3 to be replaced by a Ford Pickup so that gear can be placed in the back rather than the passenger area. This would limit driver and passenger exposure to carcinogens. Mr. Kelly said Mr. Dean is thinking of funding this from the General Fund Balance.

MOTION: Dr. Rowan moved to recommend the Select Board consider approving \$47,969 for this replacement. Ms. Belanger seconded. In a roll call vote, the motion passed 11-0.

11. Public Works Garage

Mr. Kelly said this funding request is \$50,000. The Subcommittee thought half would be highway, snow removal, etc for General, other half would be Water/Sewer, so \$25,000 from General and \$12,500 each from Water and Sewer Fund. Mr. Stevens said in 2020, Lassel Architects worked to identify existing conditions on the site and future space needs. Now the Dept would like to work on siting of buildings and cost to build.

Ms. Perry said Lassel did a preliminary space needs analysis with the Dept managers and staff, and compared them to industry standards. The current building is inadequate in some ways and is not meeting basic needs like a lunchroom or a women's locker room. We have 2,000 square feet of space in the office admin building but need 7,500. The garage is 13,000 square feet but should be doubled. Mr. Stevens said there have been questions about why we can't continue to use the existing garage. Ms. Perry said investing money into old, inadequate facilities is questionable. This Highway garage is from 1969 and has inadequate space and ventilation. The roof does not meet code and has snow loading issues. The Maintenance garage may have a potential to be repurposed, but we need to discuss these things with the engineering team we'd be working with in this next phase. We propose to house all the vehicles and equipment inside; there's currently not enough room to do so. Storing large

pieces of equipment inside is important to get 12 years of life out of them. Mr. Kelly said he hopes they will use existing facilities where possible to save money. If this ends up being an \$8-10M garage, it doesn't have a lot of legs. Mr. Zigmont said he would like to see them looking at different levels of design to look at good, better, and best. Ms. Perry said in order to advance this project, we'll look at multiple alternatives. We did a site evaluation of a neighboring parcel, topographic and wetlands survey. We'll have to consider all of that.

Ms. Corson asked if other towns of our size have buildings that house all of their equipment. Ms. Perry said most towns of our size have such buildings. She saw the Dover facility, where all equipment except for some of the smaller vehicles is inside. Rochester is close to construction on such a building, and she talked to their PW Director via Zoom. In Portsmouth, the vast majority of their vehicles are stored inside. Ms. Corson said those are large cities. Ms. Perry said we're called a town, but we have responsibilities similar to a city.

Dr. Zwaan said it's a big jump to go from the existing garage to a building of this size. He wants to look at a phased approach.

Mr. Kelly said the Surface Water Plant and Rec Park proposal were both denied. We have to make sure that this fits with the town's plans. Ms. Perry said phasing and scoping will be key pieces, but we have to take this project to the next planning phase. Mr. Zigmont said the instruction set given to the architect or planners should stress thrift and ingenuity. The library design did a good job with the footprint they had.

MOTION: Mr. Kelly moved to approve the \$50,000 request for the Public Works Garage analysis, \$25,000 from the General Fund and \$12,500 each from the Water and Sewer Funds, for recommendation to the Select Board and ultimate approval of the voters. Ms. Belanger seconded. In a roll call vote, the motion passed 11-0.

Mr. Kelly called a five minute recess at 8:57 PM. The meeting reconvened at 9:08 PM.

12. Facilities Condition Assessment

Mr. Kelly said this is a request by the Facilities Committee to look at all the buildings in town and look at any necessary maintenance. The Committee has been working with the Maintenance people at Public Works and has decided that it's time to work with an outside professional. Ms. Perry said we've been working with a GIS management system for Wastewater, the People GIS software. It started with pipes in the ground or "horizontal assets." NHDES requires asset management plans for any grant funding approval. Now we're starting to work with "vertical assets" or buildings, like the new Wastewater facility. We use this to do maintenance tracking. We had a conversation with People GIS about handling town buildings, and they were interested in doing that. We're looking to set up a combined meeting with them, Matt Berube, and Kris Weeks of the Facilities Committee about their system. The Facilities Condition assessment piece requires the input of a lot of information, and who does that? Staff? An outside individual? We haven't worked that out yet. Mark

Leighton of PEA on the Facilities Committee has gone through similar processes and we're looking to him for some guidance. The FCA is in line with the Public Works policy of managing assets and replacing things on a schedule.

Mr. Stevens asked why they wouldn't get an outside person to manage the data. Mark Leighton said when we drafted the CIP, it was intended that it would be outsourced. Typically when the consultant comes in, they have a database system they want you to use. We haven't yet been able to sit down with People GIS to hear what they can do. We're trying to forecast the next 10 years and avoid putting fires out.

Dr. Rowan said she thought the purpose of the Facilities Committee was to do this work. Mr. Leighton said if we had the time, we would love to do it. Dr. Rowan said if they took one building a month and met with Jeff Beck in Maintenance about it, it could be done in a year. Mr. Leighton said it's more than what we could do, it's looking at the building envelope, HVAC, etc. The town should try to do this more quickly than what we can do.

Mr. Leighton said this has to be updated and maintained. As the town is considering what to do with its assets, we look at this kind of report to see what we're starting with. If you have that information already, you save money on future renovations. Ms. Perry said a work order goes into People GIS so we can track maintenance costs and forecast what will be needed in the coming years.

Ms. Corson said this is similar to a reserve study. We already sort of have this with our vehicles, we know when they're through their useful life. It's sort of a CIP for maintenance. It's a great tool for all that we have to maintain.

Mr. Kelly asked Mr. Berube if People GIS can be used for vertical assets. Mr. Berube said yes, we've already started to work with it on the Wastewater Treatment Plant. We can score pieces of equipment between 0-5 and run reports on the equipment needing to be replaced.

Dr. Rowan asked about the next steps. Mr. Berube said each suite costs \$3,000 - 5,000. We're spending about \$20,000 on the modules we use. If we buy another module, prices go down. Mr. Kelly asked why he didn't use a consultant. Mr. Berube said he was trained by the People GIS people and the software is internet based, so data entry is more mobile. Mr. Leighton said all programs are web-based now. The majority of the \$45,000 is having someone come in and do the assessments of all the town assets. We can cut back by focusing on the priorities, but at some point all should be looked at. Mr. Kelly said he was hoping that the Facilities Committee would run with the project for a bit. He's struggling with where the consultant fits in. Mr. Leighton said we should get someone who's a subject matter expert for each aspect of evaluation.

Mr. Dean said we have not done this in-house. It lends itself to outside additional resources to get it done. It would be done faster if we had outside consulting work.

Mr. Kelly said whatever they do should be something Public Works will be comfortable with. Mr. Leighton said that's the priority, to use what we already

have. If we have the People GIS system, we have to present to firms when we go out to bid that we're going to use that system.

Ms. Soutter left at this time.

Dr. Zwaan said the Facilities Committee has identified the need, but didn't identify People GIS. That will affect who gets hired as a consultant. People need to step back and see what the best solution will be. Mr. Kelly said the committee will have to integrate closely with Public Works for this to go anywhere.

MOTION: Mr. Stevens moved the \$45,000 to do the FCA as proposed by the Facilities Committee. Ms. Belanger seconded. [Ms. Soutter had left the meeting.] In a roll call vote, the motion passed 10-0.

Mr. Kelly asked how this should be funded. Mr. Dean said we'd have to pin down whether Water and Sewer facilities are going to be part of this. Ms. Perry said the intent was for it more to be in the General Fund. Mr. Dean said he saw this as a warrant article. Mr. Kelly asked about future years. Mr. Dean said any additional year costs would be in the Public Works budget.

13. Bike and Pedestrian Improvement Plan

Ms. Belanger said this was deferred from the 2020 budget. It's a \$20,000 request to make an assessment of the needs of alternative transportation. This will help with future grants. It will treat walking and biking as modes of transportation beyond recreation.

Mr. Kelly asked Ms. Perry if people have been looking for this, similar to the intersection improvements. Ms. Perry said yes. This was identified during the Master Planning process. Ms. Belanger said there was a Citizens Petition for a bike lane on Front Street. Ms. Grazier said it's tragic that kids can't ride their bikes to CMS or EHS. It's not even safe to ride a bike downtown. This is the next step. Mr. Stevens asked how this makes biking safer. Mr. Zigmont said the recommendations could be for a buffered bike lane or other bicycle infrastructure. Chairman Kelly said this seems like a small investment for a potentially large gain.

MOTION: Ms. Belanger moved to approve the bike and pedestrian improvement plan for \$25,000. Dr. Zwaan seconded. In a roll call vote, the motion passed 10-0.

14. Great Bay Total Nitrogen Permit

Ms. Perry said that the communities contributing nitrogen need to contribute to the cost of addressing it. For Exeter the cost is \$22,500. This would go towards an advanced septic system program, a BMP for another drainage area, not Winter Street which is separate, and a fertilizer program. We submitted a grant application to NHDES and they told us we qualified for \$75,000, which is \$45,000 DES money and \$30,000 town money, but staff time counts towards the \$30,000. Mr. Kelly asked if data from one year determines what happens the next year, and Ms. Perry said yes. The purpose of an Adaptive Management plan is continually adapting and looking at where we're showing improvements. This

will postpone having to make an immediate improvement at the Wastewater Treatment Plant. We're already doing nutrient removal there and will use carbon supplementation starting next year, but a lot still needs to be done.

Dr. Zwaan asked how much of this effort will fall on the sewer rate payers. His opinion is that it should be funded through the General Fund. Ms. Perry said there's some funding in the Sewer budget for water quality monitoring but the most significant portion is in the General Fund. Mr. Dean said non-point source projects can be done with ARPA funds.

MOTION: Mr. Kelly moved to approve \$93,900 for planning purposes pending review by the Town Manager and Select Board of available grants and ARPA funding. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

15. Sidewalk Capital Reserve Fund

Mr. Stevens said this was deferred. Mr. Dean said we have on hand \$180,000-200,000 for sidewalk funds, and we need to find a project that fits that.

16. Winter Street Stormwater Mitigation Project

Ms. Perry said we have been working through consultants to identify a location for a stormwater best management practice application. The location identified is in the vicinity of Kids Park. Mr. Dean said this is a \$100,000 grant; in the motion, we should break it up into grant and other funds. Ms. Perry said we're taking serious efforts to reduce nitrogen. At the end of this 5 year permit, if we haven't made meaningful reductions, that's a liability.

Dr. Zwaan asked what this would look like. Ms. Perry said this would be below grade, likely with some manholes. It would be a tank with filtration media in it.

MOTION: Mr. Kelly moved to approve the total Winter Street Stormwater mitigation project at \$167,000, with the understanding that we already have a 60% grant in hand for \$100,200, so the actual impact to the taxpayers will be \$66,800. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

17. Court Street sewer pumping station

Ms. Perry said she and Mr. Berube discussed the timing of this today. We have efforts going to see if we can remove more I/I outside of this station. The changes might reduce the size and capacity of this station. We could potentially defer this for a year to 2023. We're doing a sewer capacity study; it's a cross-country sewer that is difficult to access. There's also a mobile home park that has a lot of infiltration, and we will put sewer flow monitoring there. Mr. Berube said we need more knowledge prior to doing this project.

18. Webster Ave Pump Station Construction

Ms. Perry said the costs have escalated on this project. There are site constraints and contractor/material supply issues. With the previous estimate, there was a net shortage of \$225,000 for the design of the Webster pump station.

Ms. Perry said we are close to spending the \$200,000 allocated in the siphons article for pump station design. Ms. Perry said we are looking at a submersible pump station due to cost concerns. Mr. Kelly said this looks like a \$5.7M bond, around \$600,000 a year over 10 years. Mr. Dean said possibly a 15 year bond based on the new estimates. Ms. Perry mentioned the funding secured through Senator Shaheen's office. Ms. Roy said if Congressional funding is approved, Exeter would be given \$1.05M towards replacement of the force main. Mr. Kelly asked if we're at a point in design where this could be bid out next year. Ms. Perry said she thinks so but she can't say with certainty. Dr. Zwaan asked about impact fees covering some of this cost. Ms. Perry said this is being explored with the Economic Development Director. Mr. Dean said this has to be done up front and relates to a new business coming in and the delta between what the old business was putting into the system versus new impacts would be part of the fiscal schematic. Impact fees aren't as much as people think. Mr. Kelly said a doubling of the impact fees was discussed a few years back and logistically doing that and attracting business doesn't work such as the Epping Road TIF. Tax rates and sewer rates have been stable the sewer plant notwithstanding because of the TIF District. Mr. Kelly asked if we were at a point in design where this would be bid out next year. Ms. Perry could not say with 100% certainty. She feels it is on track for that. Mr. Berube said meetings are ongoing and now the directive has been given on the pump station. Mr. Kelly said we are authorizing the funds in case it moves to being bid.

MOTION: Mr. Kelly moved passage of the Webster Ave Pump Station bond at \$5.7M for the consideration of the Select Board and voters. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

19. Sewer Rehab project

Mr. Kelly said the DPW would like to get ahead of some of our older sewer lines. Mr. Berube said this would be to start the study and look at cross-country sewer lines from Gilman Lane to Phinney Lane. The same vintage pipe as the ones involved in the High Street sewer collapse. The pipes have grown 3 inches and you can see rebar. Hydrogen sulfide has caused spalling. We're trying to see what it would take to address it, such as relining. Mr. Kelly said this sounds like an annual expense, but this would be specifically for the engineering services. Mr. Berube said yes, we realized we can't do relining and investigation in one year. A step back has been taken. Ms. Perry said if the condition is as bad as we suspect, we may need to advance the timing on the project. It can still be phased but may be a few years. Dr. Rowan asked if this project sets us up for receiving future grants. Ms. Perry said it could, but it is unknown at this point. Mr. Kelly said he was thinking \$100,000 but said something extra may be needed for the siphons.

MOTION: Mr. Kelly moved a budget amount of \$200,000 for the sewer capacity rehabilitation project as presented. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

20. Vehicles

a. Jeep Patriot, Car 65 Replacement

Mr. Stevens said this is the Highway Superintendent's vehicle. We're looking to take this jeep and swap out a Crown Victoria in Water/Sewer. We're looking for a bigger vehicle for the Highway Superintendent's needs. We've put this off from last year. Ms. Perry said we're looking to purchase a hybrid Ford Explorer.

MOTION: Mr. Stevens moved to recommend \$44,750 for the replacement of vehicle 65, a Jeep Patriot, with a Ford Explorer hybrid. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

b. Pavement Hot Box Replacement

Mr. Kelly said this was originally on the defer list, but was resurrected. Ms. Perry said we painted it a few years ago but you can see the rust and corrosion. The heat chamber has issues and it should be rotated out of service. It has repair costs of \$20,000. This is an essential piece of equipment, keeps the mix hot when paving.

MOTION: Dr. Zwaan moved to approve the Pavement Hot Box replacement at \$59,481. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

c. DPW Truck 9 Replacement

Ms. Perry said this is a one ton dump truck and the body has already been replaced before. There is a lot of rusting of floor boards and panels. Mr. Kelly said Mr. Dean suggested we pay for this out of General Fund Balance.

MOTION: Ms. Belanger moved to approve replacement of the dump body Truck 9 for \$71,801. Dr. Zwaan seconded. In a roll call vote, the motion passed 10-0.

d. Truck 14A

Mr. Kelly said this on a supplemental page of the CIP page 70A. It would come from the Water budget. It would replace the truck 14A with a $\frac{3}{4}$ ton four wheel drive truck with a plow package. This would be dedicated for plowing the Water facilities. Ms. Perry said the Surface Water Treatment Plant needs plowing and these employees must be at the facility at 5 AM so this gives them more independence.

MOTION: Mr. Kelly moved to approve \$52,594 for the Truck 14A replacement for Water facilities. Ms. Belanger seconded. In a roll call vote, the motion passed 10-0.

e. Truck 3

Mr. Kelly said this was originally deferred. Ms. Perry said it's important to replace it. This is the on-call truck used by staff responding to issues. It's a take-home vehicle so they can go right to the site. It would be converted to a hybrid. Mr. Kelly said this is a 2014 vehicle with over 120,000 miles. It seems like a critical piece of equipment. The subcommittee recommends the replacement.

MOTION (not voted): Mr. Kelly moved to approve the replacement of Truck 3 for \$51,252. Ms. Belanger seconded. Mr. Dean said he thought these vehicles were approved as part of the Water/Sewer budget, but if the committee wants to revote them, it would document that they approve them. Mr. Kelly agreed that these vehicles were already addressed. Jeep 51 was deferred and that was agreed to.

Mr. Kelly said a number of other deferrals were recommended, and asked the committee if they disagreed with any of those deferrals. The committee did not. Dr. Rowan asked if the fund balance and other finances has affected the borrowing rate. Mr. Dean said we haven't asked for a rating review since 2015. We went a few years and built up reserves. We do most of our borrowing through the Bond Bank and it's the Bond Bank that gets the rating. Mr. Kelly thanked the Town Manager for presenting an excellent budget with thoughtful deferrals. This made it less onerous than in the past. Mr. Kelly thanked Melissa and the Department Heads for their role in the budget. He thanked the committee members. Mr. Kelly said the Select Board will take up this budget and members are welcome to come to the meetings.

21. Adjournment

Mr. Kelly adjourned the meeting at 10:57 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary