

Budget Recommendations Advisory Committee  
CIP and Budget Wrap Up  
November 17, 2022  
6:30 PM  
Nowak Room, Town Offices

Members Present: Bob Kelly, Chair; Christine Soutter, Vice Chair; Christopher Zigmont, Andrew Elliott, Anthony Zwaan, Judy Rowan, Eduardo Contreras, Enna Grazier, Liz Canada, and Chris Newport

Members Absent: Kathy Corson

Others Present: Town Manager Russ Dean; Assistant Town Manager Melissa Roy; Finance Director Corey Stevens; Select Board members Niko Papkonstantis, Julie Gilman, and Nancy Belanger; Assistant Fire Chief Justin Pizon; Police Chief Stephan Poulin; Public Works Director Jennifer Perry; Maintenance Superintendent Jeff Beck; Water and Sewer Manager Matt Berube; Town Engineer Paul Vlasich; and Parks and Rec Director Greg Bisson.

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

1. GIS Technician Position

Mr. Kelly said previously there was a motion to change the GIS Technician position from \$54,000 to \$68,000. The \$54,000 for the GIS Tech was insufficient for qualified candidates. He said that Ms. Canada made a motion of up to a \$68,000 salary, which was approved. The increase from 2022 would be \$48,200 to the Salaries line. Mr. Stevens said line item 51110 goes up \$66,500; this includes FICA, Medicare and Retirement. The health insurance had an overall decrease. Dr. Zwaan observed that this number is only for 6 months' salary.

Mr. Kelly said line item 51110 in Public Works Administration is now \$530,253.

**MOTION:** Dr. Zwaan moved to recommend the DPW Administration Engineering line item 51110, Salaries, in the new amount of \$530,253. Dr. Rowan seconded. The motion passed 10-0.

**MOTION:** Dr. Zwaan moved to recommend the Administration Engineering total of \$488,907. Dr. Rowan seconded. The motion passed 10-0.

**MOTION:** Dr. Zwaan made a motion to recommend the Public Works total of \$5,846,922. Dr. Rowan seconded. The motion passed 10-0.

Dr. Zwaan asked about the new percentage increase. Mr. Stevens said 1.8%.

Mr. Kelly said 20% of the GIS Manager's salary would be paid for by the Water Fund budget. The 2022 budget for line item 51110 was \$238,902 and is now \$263,817.  
**MOTION:** Dr. Zwaan moved to recommend a change to Water Fund Administration line item 51110, Salaries, to \$263,817. Dr. Rowan seconded. The motion passed 10-0.

Mr. Kelly said the new bottom line Admin number is \$504,380.  
**MOTION:** Dr. Zwaan moved to recommend the Water Fund Administration budget of \$504,380. Dr. Rowan seconded. The motion passed 10-0.

Mr. Kelly said the Water Fund total was previously \$4,548,242 and is now \$4,549,849.  
**MOTION:** Ms. Soutter moved to recommend the Water Fund total budget of \$4,549,849. Dr. Rowan seconded. The motion passed 5-0.

Mr. Stevens said the total Water Fund increase was 6.8%.  
Mr. Kelly said that 20% of the GIS Manager's Salary would be paid for by the Sewer Fund. Line item 51110 would be \$263,817.  
**MOTION:** Ms. Soutter moved to recommend a change to the Sewer Fund Administration line item 51110, Salaries, to \$263,817. Ms. Canada seconded. The motion passed 10-0.

Mr. Kelly said the new Sewer Fund Administration total is \$513,615.  
**MOTION:** Ms. Soutter moved to recommend the Sewer Fund Administration budget of \$513,615. Ms. Canada seconded. The motion passed 10-0.

Mr. Kelly said the total Sewer Fund is \$7,432,780.  
**MOTION:** Ms. Soutter moved to recommend the Sewer Fund total of \$7,432,780. Ms. Canada seconded. The motion passed 10-0.

Mr. Contreras asked about Debt Service. Mr. Kelly said Finance and the Town Manager have done a great job of managing debt for the town. The TIF helped. Debt service is stable, with no real surprises. Mr. Dean agreed with Mr. Kelly's summary.  
Mr. Kelly said regarding Vehicle Replacement, there are no vehicles in the CIP, they're part of the lease program. Mr. Stevens said the replacement of sidewalk tractor 57 was supposed to be in that lease purchase, but it was omitted. Mr. Dean said the sidewalk tractor that's part of the budget proposal would be a stand-alone warrant article for 2023. That cost would be added to the \$203,682 in FY23 if the sidewalk tractor article passes. Mr. Kelly said it would be around \$37,000 more.  
**MOTION:** Ms. Soutter moved to approve the Vehicle Replacement budget of \$203,682. Ms. Canada seconded. The motion passed 10-0.

Mr. Stevens said the total debt service for the General Fund is \$1,497,588. Mr. Kelly said that's different than what's in the packet. Mr. Dean said Westside Drive is coming out of the General Fund as a separate warrant article.

Mr. Stevens said the total General Fund budget is \$21,154,780, a 2.4% increase.

## 2. CIP

### a. Public Works Garage Analysis

Public Works Director Jennifer Perry was present to discuss this CIP project.

Mr. Stevens said last year there was a \$50,000 warrant article to do something similar. We need to continue to look at the scope of the garage update. We thought the total cost would be \$4-5M, but it has increased over time.

Ms. Perry said the Department needs to continue to develop the site plan for the facility in the future. This includes investigating the fueling island location, continuing the evaluation of the 4.7 acre abutting parcel, and a topography and siting analysis, as well as a look at future staffing needs.

Mr. Kelly said as noted in the subcommittee reports, there are some structural concerns. When there are snowstorms, structural engineers aren't sure the roof will withstand that load. The ventilation, heating, and cooling systems are deficient. This is not necessarily about replacing the whole garage. The subcommittee recommended proceeding and working with the Facilities Committee to outline what is needed.

Dr. Rowan said given the town-wide vote against a similar warrant article, why would this one pass? Mr. Kelly said problems associated with that garage haven't gone away. The town has voted down a number of projects, but that doesn't mean those issues went away. We need to find another way to address it. We spent money on a groundwater plant instead of a surface plant. The Library renovation was defeated, but they reworked it and came up with a better proposal. Dr. Rowan said with a \$16M project before the voters, a project that was defeated last year would have a hard time gathering support. We should make it smaller, different, and more specific. Mr. Kelly said if we don't do anything, it will get worse until there's a health or structural issue.

Mr. Dean said the issue doesn't go away. It could have been that voters picked that single article not to support it. It was not defeated by that many votes, so it may just need a second run.

Mr. Contreras asked if there is a way to describe the project so that the scope is clear and precise. Ms. Perry said when the warrant article did not pass, we didn't spend any money to further the concept. The reality is that something needs to be done. She said that she's talked to some voters who didn't understand the challenges with that site. It could just be a question of information. Mr. Elliott said people may only be familiar with the building where people go and haven't gone into the other buildings. It's in definite need of renovations. Ms. Perry said it was built in 1967.

Mr. Zigmont said similarly to the Fire Station open house, public awareness could further this cause. Mr. Kelly said the deficiencies could be more defined. We could come up with several options, from fixing the existing garage up to building a brand new garage. In order to hone in on a number, we would have to do this analysis. Dr. Rowan said we should be as specific as possible about what this will do. People shy away from studies. Would it be better to skip a year? Mr. Kelly said this is not a study, it's an engineering analysis. Mr. Dean said the project speaks to office space, locker rooms, and elements of employee safety. We're dealing with a Department of Labor audit, and this is the kind of thing we need to address with this review.

Ms. Canada asked if the Select Board supported this article last year. Mr. Dean said yes. Mr. Zigmont asked if the BRC shades the language of the article, how does that move forward to the Select Board? Mr. Kelly said in the past, folks have made their intentions clear on how they would like it to read. The people who write the warrant article would incorporate that. Dr. Zwaan said he's uncomfortable digging into the wording of this and putting on conditions. The wording reflects what we've been discussing. Mr. Elliott said anyone could go to Deliberative session and submit their own version. Mr. Kelly said we should let the folks who do this for a living write the warrant article.

Ms. Soutter said the Library worked hard on the information piece. Visual presentations are important.

Dr. Rowan said this discussion focused on problems and safety/liability issues, that's different from what was presented last year. This article doesn't show that.

**MOTION:** Dr. Zwaan made a motion to recommend the CIP proposal of a \$50,000 analysis for the Public Works Garage as presented. Ms. Soutter seconded. The motion passed 10-0.

b. Public Safety Complex

Mr. Dean said this should be called a "Police Station and Fire Substation." It's not the Public Safety building we have right now. Mr. Newport said this has been extensively discussed. Mr. Kelly said there is one modification, which is having the environmental piece added in. This would move the cost to \$16,300,000 from \$15,900,000. Mr. Dean first year the cost would be \$196 for a \$300,000 home, a \$4 difference. It was \$192. The average cost is \$155/year. That's assuming a 4% interest rate on a 20 year bond.

**MOTION:** Mr. Elliott moved to change the total of the Police Station with Fire Substation project to \$16.3M to include the environmental aspects to the buildings. Mr. Zigmont seconded. Dr. Zwaan said that in the presentation, the sustainability elements were treated as add-on costs. We felt that those should be included in the total. Mr. Zigmont said he couldn't bear to have a 50 year building that wasn't environmentally sound. We should have that number baked in. Mr. Kelly said the net zero approach would add 3-4%, or \$375,000. The motion passed 10-0.

**MOTION:** Dr. Rowan moved to recommend that a bond article for \$16.3M for the Police Station with Fire Substation be considered for the warrant. Mr. Zigmont. The motion passed 10-0.

c. ADA Improvements Capital Reserve Fund

Ms. Grazier said the Capital Reserve Fund for ADA improvements establishes a fund to have the money available to improve the infrastructure of town-owned buildings and sidewalks. Mr. Elliott said there was talk about DAKtrak software, where hundreds of improvements were listed. Is there an update on that? Mr. Dean said this would include \$25,000 seed money, which would be used to look at low-hanging fruit from the study, and then there would be annual appropriation into the fund. Dr. Zwaan said we should make it clear that it's not a study. Ms. Grazier suggested saying "implementation." Mr. Dean said the \$25,000 would come from Fund Balance.

**MOTION:** Ms. Soutter moved to recommend an appropriation to the Capital Reserve Fund for ADA Improvements in the amount of \$25,000. Mr. Zigmont seconded. The motion passed 10-0.

d. Parking Analysis

Ms. Grazier said the Parking Analysis study is about parking management. We've all experienced the shortcomings of our parking situation downtown. This would precede the Complete Streets study and is different in scope. We were looking at paid parking on Lincoln Street, and this is a topic that still needs to be explored. The subcommittee recommends this study.

Mr. Elliott said this sounds so much like Complete Streets but with just one piece, parking. It doesn't sound like it fits into our overall plans. Mr. Dean said we're looking to create a downtown parking management plan and address some pedestrian issues. Mr. Elliott said it blends together with other studies, so he'd rather spend the money on something else. Mr. Zigmont said last year, the voters approved sidewalk and bicycle and intersection improvements. Complete Streets study didn't make this CIP. Ms. Grazier said it will be put forward in 2024. Mr. Sharples is feeling the pressure of people with parking concerns. Mr. Kelly said this would come from fund balance, so no tax impact. The Town Planner is fairly adamant that we need this data.

Ms. Soutter said if you don't have the wherewithal afterwards to implement changes, there's no point in doing a study. Public works is a life safety issue. The Public Safety complex is critical. If we do a study, we need to spend money on addressing the issues it finds. She's not ready to vote next year on an implementation plan. Mr. Zigmont said we're proposing a \$16M Police Station that you can't walk or ride a bike to. With bicycle fatalities and motorist accidents, we can't afford not to do it.

Ms. Canada said a study that ends up as a binder on a shelf is no good. How much time do you have before implementing the recommendations until you have to do a new one? Can this wait three or four years? Mr. Dean said we could make recommendations within a year or two years of the plan. We've been talking about a paid parking plan for downtown, and that's something that's a one-year item. Mr. Kelly said there was a Fire Station study in 2009, and that's now going forward. We had to do a second study. Mr. Dean said the town has been approving projects with no parking for them. Ms. Grazier said we're approaching parking in a reactionary way, and we need data to move forward strategically. We're all talking about hypotheticals when it should be experts getting the data.

**MOTION:** Mr. Newport moved to recommend the Downtown Traffic and Parking Analysis for \$50,000. Dr. Zwaan seconded. Mr. Elliott, Ms. Soutter, and Mr. Contreras voted nay. The motion passed 7-3.

e. Conservation Fund Appropriation

Ms. Grazier said the Conservation fund allows us to acquire land when the opportunity presents itself. We've missed opportunities to purchase some lands adjacent to our town's green space. This would be used in conjunction with grants. Mr. Zigmont said we have to have matching funds for some grants.

Mr. Newport asked how this balances with affordable housing. Are we in any danger of conserving so much land that we can't build houses anymore? Ms.

Soutter said no one's opposed to conserving land, it's a question of how much of our land is already in Conservation and how that stacks up with what's recommended or in comparison to other towns. Conservation land doesn't bring in any tax revenue.

Mr. Dean said 1/3 of Exeter is in conservation. We're one of the top conservation land communities in NH. Mr. Stevens said there was a presentation Monday to the Select Board which answers a lot of those questions.

Mr. Dean said there's \$107,000 in the fund currently. Ms. Grazier asked about missed opportunities, and Mr. Dean said he didn't know, but we just matched the LCHIP grant. When we purchase conservation land, we eliminate the development costs of that land, such as infrastructure.

Ms. Grazier said the majority of our rivers and streams are impaired because of our impervious cover. We're working to preserve the health and integrity of our land. Mr. Kelly said there are also stormwater issues.

Mr. Elliott said he would like to see a parking fund appropriation in the CIP. Mr. Dean said there's been a Municipal Transportation Improvement Fund on the books since 2005, but we haven't appropriated to it because we don't have a fully developed plan.

Mr. Kelly said he'd like to see more comparative data with this request next year. For years, we didn't do anything. There may come a time we want to take a break, if we had data.

**MOTION:** Mr. Newport moved to recommend \$50,000 for the Conservation Fund. Mr. Zigmont seconded. Mr. Contreras, Ms. Canada, and Mr. Elliott voted nay. The motion passed 7-3.

Mr. Elliott asked if this would come out of the General Fund. Mr. Dean said it comes out of fund balance, so there would be no tax impact.

Mr. Contreras said Conservation doesn't seem like the most important issue, in light of our other budget demands. Mr. Dean said the Master Plan speaks to it.

f. Parks Improvement Fund

Parks and Rec Director Greg Bisson was present to discuss the Parks Improvement Fund appropriation. Ms. Soutter said this fund has been around for a while, and the appropriation has been at \$100,000 for four years. This chips away at the many projects in the parks in town.

Mr. Bisson said the Department has done 41 projects from this fund over 4 years. We'll be doing smaller projects this year to improve the parks and catch up on deferred maintenance. Next spring, we will have water fountains in five of the parks. We have our first ADA compliant playground at Park Street. There's a new pavilion at Townhouse Common. The Tune and Fork nights with TEAM were a highlight. At the Rec Park, this supports the softball fields, pickleball, etc. The last project for 2022 is tree trimming on the lower courts. He added that there are millions of dollars in deferred maintenance.

Mr. Newport said this is one of the most important CIP items. The parks are for those of all income levels. He's fully in support.

Mr. Contreras asked if the tennis courts are just for town residents. Mr. Bisson said it's an LWCF funded park, so it must be open to everyone. It's under the purview of the National Park System.

Mr. Kelly said this comes from Fund Balance, so there's no tax impact.

Dr. Rowan said if this passes, the Select Board authorizes the money to be withdrawn for specific projects. Mr. Bisson said the Rec Advisory Board also gives the Department feedback on projects.

**MOTION:** Mr. Newport moved to recommend an appropriation to the Parks Improvement Fund of \$100,000. Dr. Zwaan seconded. The motion passed 10-0.

Mr. Kelly said the Planet Playground improvements have been deferred.

g. Intersection Improvements Program

Jennifer Perry said we've been working with VHB on an earlier phase of improvements and recommendations on highly critical intersections. She said that Mr. Vlasich made a presentation to the Select Board about this project. The main intersection is the Front Street intersection with Pine and Linden Street. Recommendation for a roundabout.

Dr. Zwaan asked if we were going to roll in the other intersections. Ms. Perry said there's one other, at Winter/Railroad/Columbus. There were alternatives considered, but this was the low-cost version that improved sight lines.

Mr. Kelly said this will be a cost of \$100,000 in 2024 and go down slightly over the next 10 years.

Mr. Contreras asked if there is any coordination with the other studies. Mr. Kelly said that's downtown, and this is Pine Street. Mr. Vlasich said the VHB study included Water and Front Street by the bandstand. A roundabout has the ability to calm the more drastic traffic accidents. They also looked at Water/High/Clifford/Franklin and Winter/Columbus/Railroad.

Mr. Elliott said he would like to see more sight lines for pedestrians in this plan. Mr. Vlasich said there would be sidewalk replacements. Ms. Grazier said at Winter/Railroad/Columbus, the cheapest of the three options is acceptable but doesn't address pedestrian or bicycle safety. Mr. Zigmont asked if there would be bike lanes or sharrows.

Mr. Kelly said the warrant article should articulate where this is going to happen.

Dr. Rowan said there should be education about roundabout etiquette. Ms. Grazier said people will adapt.

**MOTION:** Mr. Zigmont moved to recommend the intersection improvements at \$798,000 for the two intersection improvements proposed. Mr. Newport seconded. The motion passed 10-0.

h. Cleanwater SRF Grant

Mr. Kelly said this is a \$4.9M project, with \$800,000/25% loan forgiveness.

Mr. Vlasich said the Department knew that there would be funding for communities, so we put some street reconstruction and utility reconstruction projects together. Some projects were not going to be proposed in 2023; we looked out a few years for funding. We got lucky and potential money is available. School Street was one of the projects that was proposed for FY23 design and FY24 construction. If you add them together it's \$4.9M. We also put in an SRF application for cleanwater, sewer and drain lines, which was successful. There's \$3.18M for cleanwater with a principal forgiveness of 25% /\$795,000. If we choose to move forward, we will get it.

Dr. Zwaan asked if we were to recommend this to the Select Board and warrant crafted, could it be contingent upon State funds? Mr. Dean said yes.

Ms. Perry said we declined an SRF grant for drinking water last year, and we didn't get it this year. They look at whether the town follows through. We have to have some responsiveness to offers.

Dr. Zwaan said he supports fixing up this old infrastructure and capitalizing on money from the State, but does it fit with our capacity as a Department? Mr. Vlasich said it would if we were fully staffed, but he's been without an engineer for a year now. We're trying to do a major project a year: Westside Drive this year, next year School Street, then Water Street where it connects to Newfields Road, then Washington Street. We want to do all of the utilities in an area, not just one at a time.

Dr. Rowan asked if this the kind of project that might do well in applications for infrastructure money. Mr. Vlasich said we also applied for that type of funding. Ms. Perry said it's difficult to answer because the previous round of specialty funding was top ranked. Typically just to make utility improvements wouldn't be a highly ranked project.

Mr. Kelly said this project was deferred by the Town Manager. Mr. Dean said we have a full slate of projects already. Even at 25% forgiveness, it doesn't cover most of the funds required. He would be concerned about Water/Sewer rate impacts, which we haven't yet looked at. The need is there, but we need to fit them into a financial plan that makes sense.

i. Sidewalk Capital Recovery Fund

Mr. Kelly said this request has been deferred. Mr. Dean said the town received \$257,000 in additional Highway Aid this year, and we could spend it on sidewalks. Mr. Elliott said we should recommend this, since it gives the town the opportunity to address deficient sidewalks. The sidewalk plan was last done in 2014, and could be updated.

**MOTION:** Mr. Elliott moved to recommend that the \$200,000 Sidewalk Capital Recovery Fund stay in the Capital Improvement Plan. Ms. Grazier seconded. Mr. Zigmont said this is only improvements to existing sidewalks. Can these dollars be used to put in new sidewalks? Ms.



Perry said the level of funding we've historically recommended is \$120,000/year, but costs are going up, so we increased this to \$200,000. This is only for the existing network of sidewalks, extending the sidewalks is not included. Dr. Zwaan asked if the \$257,000 could be used for new sidewalks, and Mr. Dean said yes. Mr. Newport asked why we were recommending deferral. Mr. Dean said we have money in hand that represents a year of this funding that we could use for this. Mr. Contreras said we should defer to the Town Manager. Ms. Canada said in prioritizing what we're putting forward, the Public Works Garage analysis is critical. The more things we add, the more that will lose votes. She will vote no on this motion. Mr. Elliott asked if the leftover \$57,000 could be spent on the DPW Garage, and Mr. Dean said that would be a stretch. It's for roads and sidewalks. Mr. Zigmont, Mr. Elliott, Dr. Zwaan, and Ms. Grazier voted aye, and the motion failed 4-6.

Mr. Kelly said if the committee did not jump on School Street, probably the Water Street project at \$6.3M with a stormwater grant of \$100,000 might encounter resistance. Mr. Vlasich said we didn't get funding for that; it's only \$100,000 to plan the project. Mr. Kelly asked if the Board would support it. Ms. Perry said she's recommending the \$100,000 planning grant for this project. It doesn't lock you into the project.

**MOTION:** Ms. Soutter moved to recommend that the Select Board accept the \$100,000 Stormwater Planning grant. Mr. Contreras seconded. Mr. Kelly said this doesn't commit us to construction. Mr. Contreras said if we're not going to pursue it, we shouldn't accept it. Mr. Kelly said this project was the next one down the road after School Street. It's the next big project. Mr. Contreras voted nay. The motion passed 9-1.

j. Westside Drive

Mr. Kelly said this is a 15 year bond from the 3 funds. The total is \$588,000 in 2024, mostly on the Water/Sewer side. Subcommittee recommends.

**MOTION:** Dr. Zwaan moved to recommend to the Select Board the Westside Drive project for \$6,020,000. Mr. Newport seconded. The motion passed 10-0.

Mr. Vlasich said this project would have a principal forgiveness of 20%, or \$740,000, from the Cleanwater SRF.

k. Court Street Pump Station

Mr. Kelly said equipment in this facility is over 20 years old, and was not designed to handle upcoming Economic Development and Planning projects. The subcommittee was concerned that we are upgrading something and then a project is approved that makes it obsolete. Matt Berube said we were looking to downsize this project with a phased approach, focusing on replacing the pumps and electrical equipment to buy us some time. Efforts upstream may reduce the flows and allow the pump station to be smaller. We can reduce this to \$400,000.

Mr. Kelly asked if it would still be a 5 year bond if it were a smaller amount. Mr. Dean said he would have to look at the specifics, but would likely

still be 5 years. Mr. Kelly said this is just from Sewer rates, not from Water or the General Fund.

**MOTION:** Ms. Grazier moved to recommend proceeding with a \$400,000 bond to replace equipment as required in the Court Street pump station. Ms. Canada seconded. 10-0.

I. Sewer Capacity Rehabilitation

Mr. Kelly said this is for the capacity analysis of a cross-country line. This line has had a lot of I/I [inflow and infiltration]. The Department requests an analysis for design and construction. Mr. Berube said a \$200,000 analysis was approved and is happening, looking at sub-basin capacity to know where development potential could happen. Five years ago, we had a sewer blow out on High Street, which was closed for a month. Larger users are now looking to expand. This would replace the pipe from Great Bridge to the construction site to the end of town. We're looking at more repairs in the future, this is just to get downtown upgraded so our larger users can expand, such as the Hospital and Stratham Industrial park. Design would be next year and construction in 2024. There is principal forgiveness of \$950,000 out of the \$3.8M.

Mr. Kelly said the subcommittee asked if there was a way to split this up so there's a lesser obligation next year, like Court Street. Mr. Berube said it's a 2 mile line but we're only fixing 2000 feet.

Dr. Zwaan asked how old the line is, or how corroded. Mr. Berube said it was a 15 inch line but has corroded to an 18 inch line. Dr. Zwaan said there are both capacity and condition concerns.

Mr. Dean said the 25% would require us to appropriate the full amount.

**MOTION:** Dr. Zwaan made a motion to recommend to the Select Board the appropriation of \$380,000 to start the process of Sewer Capacity Rehabilitation. Ms. Soutter seconded. The motion passed 10-0.

m. Groundwater Source Development

Mr. Kelly said regarding Groundwater Source development request, last year we approved \$1M to pursue a new location for a well. This isn't a good year for this amount of money, and there are still questions about the time frame etc. The work we've done this year is \$160,000 of the approved \$1M, so we have over \$800,000 left. We need to negotiate with the landowner and spend \$750,000 to test. This would take us to the end of 2023. If the negotiations and well development went well, we would have some time to start the design. Mr. Berube wants to rehab the Larry Lane well house. Preliminary engineering could be done to continue our water source progress. The subcommittee thought that a \$500,000 add-on this year would allow us to do those design efforts. Mr. Dean said it's a timing issue. He's comfortable with \$500,000. He had originally deferred the entire \$6M but the \$500,000 gets us to the next step.

**MOTION:** Mr. Newport moved to recommend \$500,000 for groundwater source development. Dr. Zwaan seconded. Dr. Zwaan said reliable and fresh water is the absolute top priority in this town. It's more important than the Police and Fire station. This project will only get more

expensive. Mr. Kelly said the original three wells that were part of our groundwater plan had significantly less capacity than expected. The motion passed 10-0.

Mr. Dean said regarding the Linden Street Bridge, we have \$310,000 in Bridge Aid from the State. These are additional funds coming directly to the town.

**MOTION:** Ms. Soutter moved to recommend \$295,000 for bridge rehab at Linden Street. Mr. Zigmont seconded. The motion passed 10-0.

n. Exeter Reservoir DPW analysis

Mr. Vlasich said we have another high hazard dam. Pickpocket Dam is being taken care of with analysis, but the Exeter Reservoir Dam is also high hazard. It was going to be tabled for later, but money became available through NH DES to look at high hazard dams. We could get 100% for a study on how to improve discharge, at a cost of \$172,000. This doesn't require any action.

o. Washington Street Sewer Issue

Mr. Vlasich said the Washington Street project would have been after Water Street, but there's a sewer problem there. Also, some residents are concerned about traffic and speed. This is ranked highly on the SRF for 25% forgiveness for the entire project. It wasn't slated until FY27/28. The BRC decided not to discuss this project further.

p. Vehicle Replacement

Mr. Kelly discussed the request for the Fire Inspector Vehicle replacement.

Dr. Rowan said the subcommittee did not recommend this. The vehicle has fewer than 60,000 miles, and is 12 years old, so fewer than 5,000 miles a year. The subcommittee asked Jeff Beck about the condition, and he said there are some things we'll need to do to push it out, but there are no major driver safety or out of service issues. Mr. Beck said the tires and maintenance would cost under \$1,000.

Assistant Chief Pizon said it's taking a year or more to get these vehicles. It runs, but this is an emergency response vehicle. There's a leaking roof and water issues. Deputy Fritz is the lead investigator, and this contains equipment for arson investigations. The Department would like to put this vehicle back in tonight. We're looking to replace it with Ford Explorer hybrid. The Town manager also deferred a pick up truck but that's a support vehicle, we can make it work. This vehicle is very important to our fleet.

Dr. Zwaan said he thought this was the Inspector Vehicle. Asst Chief Pizon said it was bought into that position, but we realigned the FD to match PD and it's now a Deputy Chief's vehicle. He's the Fire Prevention Officer. He responds to calls. The purpose of the vehicle has changed. The radio is 20 years old; to replace it would be \$6,000, but it would be part of the cost of the Ford Explorer.

Dr. Zwaan asked about the deferred truck. Mr. Beck said the truck is their plow truck and support vehicle. It tows a trailer occasionally. That truck could be pushed out another year. We just spent a lot of money fixing it.

Mr. Zigmont said he's concerned about the supply chain timeline. He suggests reconsidering the Fire Inspector Vehicle. Assistant Chief Pizon said it's coming from Fund Balance, so no tax impact. Mr. Dean said Fund Balance would be used for two vehicle replacements, the Fire Inspector vehicle and DPW Vehicle #5.

Dr. Rowan said the subcommittee would withdraw their lack of support. Mr. Newport said better one this year than two next year. Assistant Chief Pizon said they will ask for another replacement next year.

Ms. Canada asked how it's decided which projects come out of Fund Balance. Mr. Dean said in the last few years we decided on \$400,000-500,000 in appropriations from the Fund Balance. When we go through the preliminary budget, we itemize to get to that number. It's an effort to keep the tax rate stable over time.

Dr. Rowan said this is a lean budget year, so the subcommittee felt that this had low mileage and usage and can be repaired.

**MOTION** [not voted]: Dr. Rowan moved that this vehicle be deferred for one year. Mr. Kelly seconded. Assistant Chief Pizon suggested considering the pick up truck instead. Dr. Rowan said if the Town Manager thinks this is the vehicle to be replaced, and there needs to be one a year, it makes sense to replace the Inspector vehicle. Dr. Zwaan said if the truck breaks, losing a lot of money. Mr. Beck said if that truck needs to sit because the motor's gone, the only loss is a couple thousand dollars of trade value. The need is in the replacement of the Jeep right now. Dr. Zwaan asked if the Jeep could be repurposed, and Mr. Dean said we'd have to take a look at it.

**MOTION:** Mr. Zigmont moved to recommend the replacement of the Jeep [Inspector's vehicle] with a Ford Explorer hybrid. Dr. Rowan seconded. The motion passed 10-0.

Mr. Kelly said regarding Fire Utility #1 replacement, the Town Manager deferred this. The Board did not wish to revisit it.

Mr. Kelly said there's a replacement of Public Works Sidewalk Tractor 57 at \$177,705.

Ms. Perry said this is a key piece of our operations. It's over 30 years old and it's time for its replacement.

**MOTION:** Ms. Grazier moved to recommend replacement of the Sidewalk Tractor at a cost of \$177,705. Ms. Canada seconded. The motion passed 10-0.

Mr. Kelly said Truck 5 for Public Works General is to be replaced with a more heavy duty vehicle. Ms. Perry said it would have a plow package and 4x4. The existing truck is 10 years old and is used every day. The replacement would be \$53,000. We have a vehicle replacement program for the next 6 years. We defer when we can. Dr. Zwaan asked if there would be supply issues. Mr. Beck said he ordered a similar F150 and it should be ready by the end of the year, less of an issue. Mr. Kelly said the

subcommittee thought that with over 100,000 miles on a 10 year old truck, it's only a matter of time before it needs major repairs. The subcommittee recommended replacement.

**MOTION:** Mr. Newport moved to recommend the replacement of Truck 5 at \$53,000. Ms. Canada seconded. The motion passed 10-0.

Mr. Kelly said Plow Truck 33 was deferred by the Town Manager. Ms. Perry said we understand the challenges of a lean budget. We had internal discussions, and this was the one to defer.

Mr. Kelly said Sedan 24 is an older Crown Vic, a retired Police vehicle. It's 15 years old and it's time to modernize. The subcommittee recommended it. Ms. Perry said we're replacing it with a small van, used by our custodial staff. Using a sedan is not appropriate for them.

**MOTION:** Ms. Soutter moved to recommend the replacement of Sedan 24. Mr. Newport seconded. The motion passed 10-0.

Mr. Kelly said the Vactor Truck is used to clean out Sewer lines. This is Truck 67. It's at the end of its useful life, which is estimated at 8-10 years and it's been 8 years. It has low hours but is used extensively. It's in fairly good shape. It can be maintained. The subcommittee recommended deferring it.

Mr. Beck said we've learned that there are problems with pipes all over town. Mr. Berube said we have 60 miles of sewer, and high maintenance areas are done weekly. This truck keeps us from having call-outs. It's a great first responder vehicle. Mr. Beck said it has a Hi Lo excavation package. It's a multi-use truck. It's invaluable. We've done a lot of maintenance on this truck through its life. We would like to keep this truck in our fleet as a backup. If we have to call one in, it's \$1,000-2,000 for backup for a single operation, and we have at least 6 operations a week. The trade value is only 1/10 of the purchase price, so we should keep it in the fleet.

Mr. Elliott said this is from Water/Sewer so the ratepayers pay for it. Why is it being used in Highway and in other towns? Should it be split differently?

Dr. Zwaan said will have trouble convincing voters this is necessary. We take good care of it.

Mr. Dean said this would be a warrant article for a 7 year lease purchase.

Dr. Zwaan asked if there are any expensive vehicles next year [2024]. Ms. Perry said there will be a \$400,000 street sweeper.

Mr. Kelly asked if we're settled on a 7 year payment plan, or could we extend for a few years to reduce the payment? Mr. Dean said we could do 10 years for something like this. Fire Trucks are 10 years. Ms. Perry said the replacement cycle is 8 years. Mr. Kelly said with two, we could reduce the impact on both of them.

Mr. Contreras asked if we're getting a truck from other towns and using them simultaneously. Mr. Berube said not currently, but there are more regulations coming down. We want to be ahead of the curve if possible.

**MOTION:** Dr. Zwaan moved to recommend the Vactor truck for purchase. Mr. Elliott seconded. Mr. Contreras and Mr. Zigmont voted nay. The motion passed 8-2.

Mr. Stevens said regarding Police Tasers, it was asked that they be put into the budget. The overall cost is \$110,665, or a 5 year lease at \$22,133 a year. Mr. Dean said this proposal was brought to the Select Board for possible ARPA funding. The Board is in the process of gaining more information about ARPA funded items. We have \$736,000 left of ARPA.

**MOTION** [not voted]: Mr. Contreras made a motion to approve funding Police Tasers from ARPA funds. [Not seconded].

Mr. Kelly asked where this came from. Mr. Dean said this was going to be a budget item as an expense if not funded through ARPA. Mr. Kelly said he's reluctant to approve it without more information. The Select Board can decide if it's a warrant article. Dr. Rowan said the subcommittee supports this.

**MOTION:** Dr. Rowan moved to recommend the purchase of Tasers for the Police Dept at \$110,665 and to list it as a warrant article. Mr. Contreras seconded. The motion passed 10-0.

Mr. Kelly said the Select Board will review our recommendations. He will make a presentation to them on December 5th. The Bond Hearing/Bonds Hearing is usually in early January, on the 3rd Tuesday. The town votes in March. Deliberative Session is the 1st Saturday in Feb, Feb 4.

Mr. Kelly adjourned the meeting at 11:03 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary