

## Final Minutes

### Planning Board

8/10/17

#### 1. Call to Order

Present at tonight's meeting are Gwen English, Kathy Corson, Pete Cameron, Langdon Plumer, Katherine Woolhouse, Kelly Bergeron, Nicholas Gray, and Dave Sharples. The meeting began at 7:00pm in the Nowak Room of the Town Offices Building. The meeting began with an explanation of the CIP and the committees and boards that work on it.

#### 2. NEW BUSINESS: PUBLIC HEARINGS: Public hearing on the 2018 Capital Improvements Program (CIP) projects as presented by the Town Departments.

Mr. Dave Sharples, the town planner, spoke about the CIP. The CIP is a 6-year document, and its focus is to look at critical needs projects as well as projects for the next 5 to 6 years out. This year, recreational vehicles are included in the CIP. Mr. Russ Dean, the town manager, spoke about the financials of the CIP which includes various other plans and internal programs. He showed the board a list of about 40 projects since 2011, and said that a lot of progress had been made. This year's CIP would be focused on facility programs. Generally, the town uses long term bonds with an interest rate of 2.5%. He expressed his concerns about the interest rates potentially increasing and that affecting borrowing.

##### a. Library

Hope Godino, the director of the library, presented to the board the CIP plan for the library. She said that renovation is needed to keep up with the growing demand for the library as a place to congregate. In general, the plan is to offer study rooms, a river walkway, and to make the building more energy efficient.

Anthony Mento and Eric Palson from SMP Architecture came to the microphone to speak about the plan. Mr. Palson showed the board where the library is in comparison to the rest of the town, and spoke about the importance of the river in terms of the town's organization. They have a plan for a riverwalk loop from the String Bridge to the park. Their hope is to tie the library back to downtown and to open up the area, as well as making the library more attractive for new residents. Next, he showed the building strategy, showing where they want the children's expansion and the riverwalk. He also showed the 30-year-old mechanical unit at the top of the building. Above the children's addition would be the adult expansion which would provide a new roof, where they would add new mechanical units. Then, the "bathtub" at the top of the building would be sealed. There would be a new entrance for the library as well.

The second floor shows the new adult area and the new staff area. The top floor would be new meeting spaces, a break room, and an entrance to the new roof and mechanical units. They showed the possible appearance of these expansions, and emphasized that they want the library to be visible from downtown. Mr. Mento said that if they were approved for funding, they would do the hard engineering next year and then return to the board.

Mr. Plumer asked if the new air mechanical units would be visible from the outside. Mr. Palson said that they modeled it in several ways, and it could be either visible or not. Mr. Plumer asked what the exterior finish would be, and expressed his desire that it match the rest of the downtown area in brickwork. Ms. English expressed her concern about the appearance and sound of the mechanical aspects on the roof, and echoed Mr. Plumer's concern about the exterior finish. Mr. Mento said that is up for discussion and that several types of mechanical units could be chosen.

Ms. Corson had a question about whether the meeting space on the 3<sup>rd</sup> floor would be used after hours, Mr. Cameron echoed this concern. Ms. Godino said the library could look into booking the space after hours, and Mr. Palson said that this was common in other libraries to do. Ms. Corson also said she would like the outside exterior to be brick. Mr. Cameron asked if the project was in the historic district, and the consensus was that it was not. He also asked about the possibility of using solar panels for energy. Ms. Godino said they have been in contact with Unitil, and that solar is an option because of the roof space. But they could be hard to care for.

Mr. Gray said he would like the building to blend into the character of the town. He asked about the energy retrofit, and asked if the library was doing that with economic payback in mind or just to be greener. He asked how many years a 30% reduction in energy would be. Mr. Mento said they had not had a mechanical engineer build a model, but that they would increase insulation and an air barrier to be more efficient. Mr. Gray asked if there was any consideration to putting the addition on the Founder's Park side of the building to make it visible from the Great Bridge. Mr. Mento and Mr. Palson replied that that was not land that was directly usable. Mr. Gray asked where people would park. Ms. Godino said that most people could use the current parking or park on the streets, and they could look into using Chestnut Street for angled parking.

Mr. Sharples mentioned that there would be a beautiful viewshed on the 2<sup>nd</sup> floor. The total project cost is estimated at 5,049,755 dollars. For 2018 they are asking for 343,705 dollars which would fund the design and bid documents. Mr. Gray asked if there was any signage on the Great Bridge side of the library. Ms. Godino said there is a sign pointing to it with the library logo.

#### b. Recreation

Mike Favreau, the parks and recreation director, spoke about the CIP plan for this department. This year, the CIP plan has two vehicles in it including a tractor and a truck. The main part of the project is the recreation park expansion. They are in the second part of the project as it appeared in the CIP last year. Last year it was 9 million dollars. They want to expand parking and decrease the artificial turf and fencing which would bring the cost down to about 7.7 million dollars. They did not remove the lighting. They moved the building away from the parking areas to the back of the swimming pool which helped to retain parking. The baseball field remains where it is. They want the playground in back by the parking because they would like it to sit on town property, where currently it does not. They added 138 parking spaces in an L shape around the tennis courts.

The park was built in 1974-1975 and is now LWCF land. 190,000 dollars in impact fees could be applied to the project, and they are anticipating that the recreation revolving fund could contribute 125,000 dollars. Also about 120,000 dollars from the school that could go towards the project. The LWCF is a maximum of 250,000 dollars. Lighting grants could provide up to 50% of the cost of the lights. The benefits of this project include expanding programs and freeing up the Court Street location.

Mr. Gray asked about the two vehicles included in the plan, and pointed out that 3 of the 4 vehicles are under their expected mileage but due to be replaced in terms of time. Mr. Favreau said the miles on these vehicles are hard miles from heavy duty work, and they would only be replacing 2 of the vehicles. Ms. Corson asked about a drainage ditch that had been between the pool and condo area. Mr. Favreau said there had once been a drainage ditch, but that there had not been water in the ditch for 15 years.

Ms. Corson also had a concern about what neighboring properties would say about the new road. She asked if the senior center would be moved. Mr. Favreau said it could be used as a meeting space, and is primarily meals on wheels now. Ms. Corson also had concerns about Seacoast United benefiting. Mr. Favreau said that they don't use the space right now. They do not currently charge for use. Ms. English had a concern about the parking and children's safety.

Mr. Gray asked for an accounting of the full sized and little league baseball fields in town and how that compares to the need. It was said that the general consensus among the teams is that there are not enough fields. Mr. Dean said many kids are forced to go out of town to play and practice.

#### c. Economic Development

Darren Winham, the economic development director, presented a traffic analysis to the board. It reviewed the parking in the downtown corridor. The goal is to maintain vibrancy and expand current business while allowing easy access. The budget began at 25,000 dollars, but went to 35,000 dollars to cover everything. Mr. Cameron said he would prefer this project to be down in 2018 instead of 2019, which Mr. Gray agreed with. Ms. Corson would like to also include the train station on Lincoln Street. Ms. Perry said that a parking portion could be added to the project. Mr. Gray thought that parking garages should be considered.

#### d. IT

Bob Glowacky presented EXTV's idea to the board. The first project to be done would be broadcast servers, which need to be replaced in the next year. The second project would be putting a TV studio in the town hall's 2<sup>nd</sup> floor. Both projects would be funded from the Cable TV fund. The goal for the TV studio is to increase engagement and access to EXTV, as well as freeing up office space to work efficiently. The room is currently used by the Exeter Arts Committee. They want to make it a community space.

The two rooms in the back, one would be for an office and a control room, another room would be for storage. They would want curtains in the back covering the back stairs and the wall as a backdrop for filming. The room could also be set up as a second town meeting room as opposed to the Wheelwright room. The use of the space would be managed by EXTV. People could sign up to use the space and would need to fill out waiver forms and other forms. They want to keep the space open and usable for everyone.

The fund has 219,000 dollars and gets about 150,000 dollars yearly. The project would be between 50-70,000 dollars. The estimated costs would be for 25,000-30,000 in building costs, 20,000 in equipment costs, and 15,000 in studio costs. The longest phases would be construction, then moving equipment and finally opening for the public.

Mr. Plumer asked what the size of the room is. Mr. Glowacky answered that it is about the size of the Nowak room and has tall ceilings. Ms. Corson asked if other towns our size have 2 TV studios. Mr. Glowacky said it would be an added bonus and a new community space. Ms. Corson was concerned about the conflict with the arts committee. Mr. Glowacky said he did not foresee too many conflicts with them, and that they could schedule it out. Mr. Plumer mentioned two other vacant buildings that may be better uses for this idea.

e. Fire

Operations Chief Eric Wilking spoke about the fire department's CIP plan. The department has 28 career members with a total of 36 staff members. This number has remained the same since about 2007. The run volume has increased by about 1000 calls. Each shift has 6 personnel, but they most often have 5 people on duty. The call volume has also increased. About 75% of the calls are during daylight hours and during weekdays. They plan on hiring 2 firefighters in 2018. As far as the CIP, they have a 25-year replacement plan for major equipment for 4 engines, a ladder truck, 2 ambulances, and so forth. They want to build an additional fire station at the cost of 3 million dollars. The current station no longer meets community needs because they call volume has increased so much. A sub-station would reduce response times and fire losses, and also improve ISO rating and therefore insurance savings. This would support economic development. The goal would be finishing in 2 to 3 years. It would cost about 200,000 dollars to complete the plans for the project.

The next thing that needs attention is the engine 4 replacement. It would cost about 525,000 dollars to replace. The engine currently supports other engines as a water supply engine outside of the hydrant district. It is the oldest engine in the fleet. It was out of service about 30 days this year. The cost of refurbishment would be about the same as replacement. The town could rebuild the engine at the dealer for 178,000 dollars, which wouldn't have any safety benefits found in new vehicles and would cost the town more annually. The downside to delaying replacement is that the rest of the fleet ages as well and is delayed.

In addition, the department wants car 3 to be replaced because it is 10 years old. They want to replace it with a pickup truck with a slide out bed. The cost would be a 1,000 difference than replacing it with another Ford truck. It would also enable putting gear in the back of the truck. The current vehicle has a lot of rust and the equipment on the car is about 20 years old. They would also like to replace all existing portable radios, which are 22 in total. This would cost about 73,000 dollars. Ms. English asked if the state had a grant program like was presented on the slide. Mr. Wilking said that they did not, and that the radios are no longer supported with replacement parts. They have applied for a grant to replace.

Mr. Cameron commented that it seems that the need for a new substation is increasing. Ms. Bergeron asked what kind of impact it will have if the town does nothing. Mr. Wilking said he cannot speak for the union, but as far as the fire department is concerned it will require calling in overtime to fill positions. Mr. Dean pointed out that they need to leverage technology to fully understand the reason behind the increased call volume. He encouraged them to look at the dispatch to see if efficiency can be improved. Mr. Gray asked about engine 4, and if the salvage value increase the reason for replacing it now. Mr. Wilking said it may not be cost efficient to only keep it for a few more years if it were to be fixed.

f. Public Works

Jennifer Perry spoke about the public works projects for the CIP. First was the intersection improvements program, an asset management approach to unsignaled intersections within Exeter. This costs about 50,000 for 2 intersections. Ms. Perry continued with the sidewalk program, which would be about 120,000 per year and replace 32 miles of sidewalks. This would just be to maintain existing sidewalks and not to add new ones. Another project public works is proposing is to renovate the public safety complex. The complex has multiple pitched roofs which creates major ice dams, this could be corrected with a gable and cricket. That would be about 60,000 dollars.

Next would be to replace the old wooden boardwalk behind the Water Street businesses, and add an additional granite wall. This would allow for more recreational activities and be more attractive. The existing walkway is in poor condition. This project would be 550,000 dollars. Another large project is the town offices building renovations to fix structural and roof issues, a 1.28-million-dollar project that would take place in 2020. The public works facilities also need renovations, and in 2021 they are proposing the replacement of the highway garages because it does not meet snow load code. They are also proposing a gabled entrance. There are poor break room and meeting areas, only one male locker room, and the bathrooms are lacking. This would be a 3.75-million-dollar project.

Another project would be to do a review of the surface water treatment plant. The plant has been at the site since the 1800's, and the last major renovation was in the 1980's. Surface water is about 60% of the water supply for the town. This review would cost 200,000 dollars. A similar water project is the exploration of a groundwater supply. They would like to add a fourth filter, and want to acquire an additional well. They want to hire a hydrogeological team to determine the proper site for this. This project would cost 600,000 dollars. Mr. Plumer asked what type of well we are drawing from, Ms. Perry responded it was a stadium well on the Academy side of the river.

A third water project would be the Newfields Road Watermain Extension, which would add a water line from Norris Brook to the public works site. There are 14 homes along Newfields Road. The wastewater treatment plant is being designed with a fire pond. The current well is inadequate. This would provide connection to the town system and also add fire hydrants. The cost would be 1.5 million dollars. Ms. Corson asked if the fire pond would be necessary, and Ms. Perry said not if this project went through.

The next project is the Washington street water main replacement, because they have had over 20 breaks in 17 years. The pipes are extremely pitted and could easily break again. They are looking at the condition of the sewer as well. This project is estimated at about 750,000 dollars. Next would be the Salem Street utility replacements where there is a lot of joint separation. The drainage catch basins are also in poor shapes. This project would be in two parts, about 295,000 dollars in 2019 and about 3.8 million in 2020.

The Westside drive area reconstruction was talked about next. There is an excessive inflow and infiltration of clean ground and rainwater into the sewage system. Residents have no way to send out water. The roads have excessive widths and are deteriorating. The cost of this project would be about 100,000 dollars in 2020, after which further costs would be determined. Other reconstruction projects

include School Street, which has poor utilities, and Portsmouth Avenue which includes drainage and traffic flow issues. She talked about the Squamscott River sewer siphon and that the department wants to add a 3<sup>rd</sup> siphon from the Jady Hill neighborhood.

Finally, she moved on to vehicle issues. There was a 2005 John Deer 624 that needs to be replaced with a 644 model, it is 12 years old and in decent condition but they would like to replace it before the repairs add up. Next, there are various sedans to be replaced due to high mileage. This would be about 24,000 dollars each. There are two water and sewer trucks that need to be replaced, numbers 32 and 11. Number 32, they would like a truck with fold down sides. With number 11, there are bad rust issues and it has heavily loaded miles. Finally, there is a water and sewer dump truck to be replaced which has heavily loaded miles and is at the end of its 10-year lifespan. Mr. Sharples asked if these replacements were for 2019. Ms. Perry said that they were.

g. Planning

Mr. Sharples said that last year's CIP had a complete streets policy for this year and a bike policy for next year, and they had decided to bump both of those. The master plan is going to be finished this fall, they are waiting for the document to be finalized. The conservation commission has been working with Kristin Murphy and want to renovate Raynes Barn. The barn has a new roof and the siding is in disrepair, and there are foundation and sill issues. It would cost about 185,000 dollars to fix. They are seeking LCHIP funding which could cover up to 50%.

Mr. Sharples also brought up the Exeter lumber site, where the applicant wants to pave over 3,000 square feet. He asked if the board needed to approve this, and was worried about the grading changing as well as the difference of curve between gravel and pavement. He also brought up that the pavement may go into the neighbor's property. The consensus of the board was that the applicants should come back.

3. Approval of Minutes: July 27, 2017

This item was tabled until the next meeting.

**MOTION:** Mr. Cameron moved to adjourn the meeting at 10:00pm, Ms. Corson seconded the motion and it passed unanimously.