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**TOWN OF EXETER
PLANNING BOARD
DRAFT MINUTES
AUGUST 8, 2019**

6 **1. CALL TO ORDER:** Session was called to order at 7:00 pm by Chair Plumer.

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8 **2. INTRODUCTIONS**

9 **Members Present:** Chair Langdon Plumer, Vice-Chair Aaron Brown, Pete Cameron,
10 Clerk, Niko Papakonstantis, Select Board Representative, Gwen English, John Grueter,
11 Jennifer Martel, Alternate, Pete Steckler, Alternate and Nick Gray, Alternate

12 **Staff Present:** Dave Sharples, Town Planner

13 Chair Plumer indicated Alternate, Pete Steckler, would be active for this meeting.

14 **3. APPROVAL OF MINUTES**

15
16 **July 25, 2019**

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18 ***Mr. Papakonstantis motioned to accept the July 25, 2019 minutes as amended.***
19 ***Mr. Cameron seconded the motion, with Mr. Grueter, Mr. Brown and Mr. Steckler***
20 ***abstaining, Approved 4-0-3, so moved.***

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23 **4. NEW BUSINESS/PUBLIC HEARINGS**

24 Public Hearing on the 2020 Capital Improvements Program (CIP) projects as presented
25 by the Town Departments. (Copies of proposed documents were available at the
26 Planning Department Office prior to the meeting)

27 Mr. Sharples provided a Memorandum dated August 1, 2019 relative to the CIP 2020-
28 2025 together with Draft CIP 2020-2025, project sheets and draft table of contents.

29 Town Manager Russell Dean indicated this is the initial CIP presentation. The CIP is a
30 six-year plan with major capital improvements. The waste-water facility is close to
31 finalization with a drop in nitrogen levels seen already. Some of the upcoming projects
32 include water and sewer improvements on Epping Road, the sidewalk project, and
33 intersection improvement plan. Property values have increased.

34 Town Planner Dave Sharples noted four departments are submitting projects: Kristen
35 Murphy for Conservation, Greg Bisson for Parks & Recreation, Fire Chief Eric Wilken
36 and Jennifer Perry for the DPW.

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Conservation – Kristen Murphy

- \$ 50,000 Fund Appropriation 2020

Ms. Murphy noted the plan was to add \$50,000 to the Conservation Fund annually, as was done in the past (combined with a bond which was paid off), to purchase significant parcels. Conservation is looking to get ARM grants also.

Mr. Steckler opined it was not a lot of money and would support more money in the fund. Mr. Brown agreed. Ms. English noted there hasn't been any money in the fund since 2015. Ms. English recommended starting higher than \$50,000 to make up for lost years.

- \$214,000 Raynes Barn Improvements 2021

Ms. Murphy noted Conservation is working towards the L-Chip grant. Funds would support the matching requirement. Goal is to develop an active use program and improve the barn.

Parks & Recreation – Greg Bisson

Mr. Bisson indicated Parks & Recreation would like to set a new mission and vision statement as a springboard for new projects and build an active, healthy community that is ADA inclusive. The parks are in poor condition, including Planet Playground. Park renovation and expansion is in the preliminary states of design as a three-phase project. Parking improvements are included in Phase 1. Phase 2 would be increasing the athletic fields and Phase 3 is ensuring a safe space for those in the walking program including connectivity, emergency buttons on the walking path and exercises and lighting.

Mr. Bisson included plans for a multigenerational community center which has been a large topic at our Senior Citizen Forums.

Mr. Bisson discussed the playground lease that runs out in two years.

Mr. Brown recommended working with the YMCA during the interim two years of the five plus year project. Mr. Papakonstantis asked if programs would be closed if Phase 1 passes? Mr. Bisson noted they would work around the summer program and it would not affect anything.

- \$125,000 Park Improvement Fund 2020-2025

Mr. Bisson noted the \$125,000 Park Improvement Fund will include a long list of several small projects. Irrigation improvements have been done. The kid's park

82 may be renovated in the Fall. Parks increase the value of the community and
83 surrounding homes.

84
85 • \$ 60,000 Handicap Acc Van 2020

86 Mr. Bisson noted the handicapped van needed to be replaced as well as the
87 tractor.

88 • \$ 58,000 John Deere Tractor 2020

89
90 • t/b/d Park Renovations 2020

91
92 • \$ 75,000 Court Street RFP 2021
93 Design/Eng.*

94
95 *This RFP would only be needed if the multigenerational community center at the
96 Recreation Park would not be built. This would address lack of ADA access in
97 the building, installation of an elevator, expanding the building and tearing down
98 the senior center, creating underground parking and a multi-level structure
99 attached to the building. Construction cost to be determined after design and
100 engineering.
101

102 Fire Department – Asst. Chief Eric Wilking

103 Asst. Chief Wilking indicated there were three projects plus vehicle replacements.
104 Looking to add to the Fuller Lane site. Looking to broadcast signals from Hampton
105 Road to Epping Road water tower and improve communications. Hampton wants to
106 partner with the Town on the water tower site.

107 Asst. Chief Wilking indicated they want to begin the design process for the facility,
108 order a set of blueprints and fund this phase to get project rolling.

109 Mr. Papakonstantis asked if the public safety study should be reviewed first?

110 Mr. Dean noted the boiler at the safety complex was done and the generator
111 installed recently.

112 • \$3,388,000 Substation Design/ 2020
113 Construction

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115 Asst. Chief Wilking noted this is to construct a second fire station for the Town on the
116 property purchased for that purpose on Continental Drive. The initial phase will
117 support the permitting and design phase which is \$308,000. The second phase will
118 be construction and acceptance of the building anticipated in 2021-2022, an
119 estimated cost of \$3.08 million.

120
121 • \$ 297,250 SCUBA gear 2021

122 Asst. Chief Wilking noted the breathing apparatus will be replaced at a cost of \$7,000
123 per unit.

124 **Vehicles**

125
126 Chief Wilkens noted they will be commissioning Engine 4 on Monday night for the
127 first time.

- 128
- 129 • \$ 58,352 Car #2 2020
- 130
- 131 • \$ 41,459 Inspection Vehicle 2021
- 132
- 133
- 134 • \$ 567,463 Engine 5 replace 2022
- 135 • \$ 257,063 Ambulance 1 2022
- 136
- 137 • \$ 52,213 Utility 1 PU 2023
- 138
- 139 • \$ 45,305 Car #2 2024
- 140
- 141 • \$ 274,091 Ambulance 2 2025

142 **Police & Fire Department**

- 143 • \$ 78,792 Communications 2020
- 144 Repeater Site
- 145

146 Chief Wilken indicated they will install a microwave repeater site on the Fuller
147 Lane Water Tower. This system will allow both Fire & Police personnel to talk on
148 a 5-watt portable radio and have confidence the signal will be received by the
149 dispatcher. This project began approximately four years ago with the first phase
150 being the completion of a microwave link between the public safety complex and
151 the Epping Road water tower

152 **Public Works – Jennifer Perry**

153 Ms. Perry indicated Public Works would be putting forth nine projects and scheduling
154 eight vehicles. The existing facility does not meet code and has structural
155 deficiencies. \$100,000 is for design work in 2020. Full Construction could be in
156 2021 or 2022.

157
158 Pickpocket Dam was classified as a high hazard dam and received a letter of
159 deficiency. The options could be repair, replace or remove.

160
161 The sidewalk study was done and want to maintain existing sidewalks. Have
162 \$84,000 in capital reserve fund. Mr. Brown asked the cost differential for material.
163 Ms. Perry noted \$18/yd for asphalt, \$28/yd for concrete and \$35/yd for brick.

164 Westside Drive has infiltration issues. Don't want to send clean water to waste
165 treatment, very expensive. Narrower roads with better sidewalks.

166
167 Still working with consultants concerning groundwater service development, makes
168 sense to move forward now. Could be \$4.5 million in 2022 for new well. Mr.
169 Steckler asked about applying for drinking water trust fund? Ms. Perry noted always
170 apply for these grants.

171
172 The Hampton Road Booster Station is for low water pressure in elevated areas. The
173 Folsom pump station is in poor condition, not a lot of flow but important to improve
174 this facility.

175
176 The Lagoon sludge removal for the next ten years must be cleared before it is
177 decommissioned. Has been sludge accumulating for many years. New regulations
178 are coming out with new limits. Recommend this become part of annual operating
179 budget. Mr. Cameron asked about hazardous wastes. Ms. Perry noted only traces
180 of cadmium which is not classified as hazardous waste. The waste needs to be
181 treated prior to being transported. A phased sludge removal approach allows the
182 cost to be spread out over the next ten years.

183
184 The Squamscott River sewer siphons comprise two siphons in the Jady Hill Ave
185 area. Portsmouth Ave is a developing area currently at capacity of flow. \$1.6 million
186 for next year includes designs for pump station at Webster and new force main.

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188

- 189 • \$ 720,000 Sidewalks Prog. Ongoing
- 190
- 191 • \$ 781,350 Well Permit,
- 192 Test, Design 2020
- 193 • \$2,797,900 Lagoon Sludge 2020
- 194 • Removal
- 195 • \$2,610,000 Hampton Road
- 196 Booster Station 2020
- 197
- 198 • \$2,200,000 Webster Street
- 199 Pump Rehab 2020

200

201 Pumps sewerage from the Portsmouth Avenue sewer-shed over Jady Hill to the
202 collection system to two 8" siphons under the Squamscott River which flow to the
203 Main pump station on Water Street. To upgrade and increase the current flow
204 capacity at the Webster Avenue sewage pump station from 800 gpm to 1,200 gpm.
205 A second new 10" or larger force main at 1,940 feet length would be installed from
206 the station to parallel the existing 8-inch pipe which terminates at Jady Hill Avenue.
207 Increase future sewer user capacity such as a sewer extension to Holland Way,
208 Hospital expansion or development along Portsmouth Avenue would be possible.

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- 210 • \$1,600,000 Squamscott River 2020

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Siphons

- \$ 450,000 Folsom Pump St 2020
Rehabilitation

On Prentiss Way off Drinkwater Road. A new larger stick-build building would be constructed to house new relocated pumps. Security would be upgraded.

- \$ 370,000 Pickpocket Dam 2020

- t/b/d Special Projects 2020

- \$4,551,400 Construction
Groundwater Source 2021
Development

- \$4,440,000 Salem St Utilities 2021
Replacements

- \$3,750,000 Public Works
Fac/Garage 2021

- \$3,698,800 School Street 2021
Area Reconstruction

Includes Garfield St, Kossuth St, School St and Union St where water, sewer, drainage, roads and sidewalks have been identified as deficient.

- t/b/d Surface Water Trmt. 2021
Plant Upgrades

- t/b/d Waterfront Seawall 2021
Sidewalk

Construction of a granite seawall with sidewalk to form a full length walkway along the Squamscott River from Stewart Park to the end of the wooden "Riverwalk" which it will replace.

- \$ 50,000 Intersection Imp. 2022
Program

FY 2022 will continue with the design of needed improvements for additional intersections.

- \$5,190,000 Water Main Rehab 2023

256 Established in FY 2010 with a recommended expenditure of \$1,400,000 every other
 257 year.

- 258 • \$4,379,000 Portsmouth Ave 2023
 259 Reconstruction

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 261 To correct drainage utility, traffic flow, signal, roadway, stormwater, sidewalk and
 262 streetscape deficiencies in Portsmouth Avenue. \$200,000 was placed in FY 2023 to
 263 allow development discussions to restart with stakeholders and to fine tune the draft
 264 plans that were prepared to date.

- 265
 266 • \$1,900,000 Court Street
 267 Pump Station Upgrd. 2023

268
 269 Pumps sewerage from the Linden and Court Street areas to the higher elevation
 270 gravity sewers located on High Street and the Pine and Court Street intersections.
 271 Would increase the FM size to Pine Street to either 8” or 10.”

- 272
 273
 274 • \$1,500,000 Sewer Main Rehab 2023
 275 Program

276
 277 Established in 2010, recommended expenditure of \$850,000 every other year.

- 278
 279
 280 • \$350,000 Kimmins Brook 2025
 281 Stormwater Mitigation

282
 283 The intention of the Kimmins Brook BMP is to infiltrate stormwater and nutrients into
 284 the ground.

285 **Vehicles/Equipment**

- 286 • \$\$195,100 6wh Dump/Plow 33 2020
- 287 • \$ 65,872 1 Ton w Dump Body 2020
- 288 • \$ 48,059 ½ ton – ¾ ton 2020
- 289 • \$ 48,059 ¾ ton w/crew truck 2020
- 290 • \$ 48,059 ¾ ton 4wd 2020
- 291 • \$ 35,647 4wd crew truck 2020
- 292 • \$ 25,000 Truck 16 util body 2020
- 293 • \$ 24,000 Sedan #24 2020
- 294 •
- 295 • \$ 37,846 ¾ ton 2021
- 296 • \$ 26,000 Jeep #51 2021
- 297 •
- 298 • \$524,755 Vacuum Truck #67 2022
- 299 • \$ 69,178 Response Truck #19 2022

- 300 • \$ 53,065 ¾ ton 4wd 2023
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- 302 • \$ 26,356 Chevy Trax 2024
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- 304 • \$ 63,659 Truck 2 2025
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- 306 • 197,570 Backhoe 2026

307 **Planning**

308 Mr. Sharples provided written proposals for:

- 309 • \$ 25,000 Bike & Pedestrian
- 310 Study 2021
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- 312 • \$ 25,000 Street Study 2022
- 313 Complete
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- 315 • \$ 50,000 Downtown Traffic,
- 316 Parking & Pedestrian
- 317 Flow Analysis 2023
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319 Chair Plumer opened the hearing to the public at 9:26 PM for comments and questions
320 and being none closed the hearing to the public at 9:26 PM.

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322 Mr. Sharples advised the CIP will continue at the August 27th meeting. Revisions will be
323 made based on comments, then will ask to adopt plan and make transmittal letter.

324 **5. OTHER BUSINESS**

- 325 • **Master Plan Discussion** – Mr. Brown noted they were meeting tomorrow.

326 **6. TOWN PLANNER’S ITEMS**

327 **Field Modifications**

328 **Announcements**

329 **7. CHAIRPERSON’S ITEMS**

330 **Next Meeting: CIP - August 22, 2019**

331 **8. PLANNING BOARD REPRESENTATIVES REPORT ON “OTHER**
332 **COMMITTEE” ACTIVITY**

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334 **9. NON-PUBLIC SESSION RSA 91-A:3(II)(I)**

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336 *By Roll Call, Mr. Cameron motioned to go into non-public session pursuant to RSA*
337 *91-A:3(II)(I). Mr. Papakonstantis seconded the motion, with all in favor the motion*
338 *passed unanimously.*

339 The meeting room was closed to the public at 9:32 PM.

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341 The meeting room was opened to the public at 9:56 PM.

342

343 ***Mr. Papakonstantis motioned to seal the minutes of the non-public session***
344 ***indefinitely. Mr. Grueter seconded the motion, with all in favor, the motion passed***
345 ***unanimously.***

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347 **10. ADJOURN**

348 ***Mr. Papakonstantis motioned to adjourn the meeting. Mr. Grueter seconded the***
349 ***motion, with all in favor, the motion passed unanimously.***

350 ***Chair Plumer adjourned the meeting at 9:56 PM.***

351 Respectfully submitted,

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353

354

355 Daniel Hoijer
356 Recording Secretary
357 *Via Exeter TV*