

**TOWN OF EXETER
PLANNING BOARD
NOWAK ROOM
10 FRONT STREET
AUGUST 14, 2025
DRAFT MINUTES
7:00 PM**

I. PRELIMINARIES:

BOARD MEMBERS PRESENT BY ROLL CALL: Chair Langdon Plumer, Gwen English, Nancy Belanger, Select Board Representative, Alternate Marty Kennedy, Alternate Dean Hubbard, and Alternate Sam MacLeod.

STAFF PRESENT: Interim Town Planner Carol Ogilvie, Assistant Town Manager Melissa Roy

II. CALL TO ORDER: Chair Plumer called the meeting to order at 7:00 PM, introduced the members, and activated the three Alternates.

III. NEW BUSINESS:

1. Public hearing on the 2026-2030 Capital Improvements Program (CIP) projects as presented by the Town Departments. Copies of the proposed document(s) will be available at the Planning Department Office prior to the meeting.

Library Building Fund \$75,000 (page 5)

Library Director Judy Lanter presented the request for \$75,000 to establish the building fund. She indicated there were anticipated plumbing repairs to replace the pipe to the main line which frequently backs up, the elevator is 38 years old and began leaking oil, there are eight original custom doors with casings that need to be replaced, the HVAC unit has four pumps that need replacing. She will talk to the elevator company about getting estimates for replacement due to the age of the unit, however the current issues are fixable. The doors are approximately \$8,000. Ms. Roy noted these are not part of the maintenance budget.

Mr. Kennedy asked the process to ask for more when the fund needed to be replenished. Ms. Roy noted the funds would be replenished with a warrant article through the CIP process and the Library Trustees would be the agents to expend.

Pairpoint Park \$35,000 (page 10)

Steven Jones, Chair of the Pairpoint Park Committee, presented the request for \$35,000 of the anticipated \$40,000 cost of the engineering design for Pairpoint Park. He noted plans to raise \$5,000. Mr. Jones noted the Committee consists of 9-12 people and Jen Martel, who is a landscape architect, is a

member of the Committee and the Planning Board. He explained that the park parcel on Water Street was donated and originally had buildings that burned down and there are concerns about what is under the turf. The parcel is unimproved. Surveys were sent out to the residents and the first received 750 responses and three designs were proposed. The second survey yielded 500 responses, and the Select Board approved the design concept. He noted these funds would be applied to the design only and they are looking for grants, donations and other fundraising to offset the cost. Ms. Martel looked at other similar projects and estimated the cost.

Parks & Recreation

Parks & Recreation Director Greg Bisson presented the CIP requests for Parks & Recreation.

Parks & Recreation Improvement Fund – pg. 6

Mr. Bisson noted the fund was established six years ago and helped with several projects.

Brickyard Park

Mr. Bisson noted the irrigation system needs to be modified for the green space that currently serves soccer and field hockey. It used to serve baseball, so the system is not down deep enough.

Skate Park - Guardrail Replacement

Mr. Bisson noted this project would make the park more ADA accessible and update the path.

Ms. Belanger recommended a water fountain in the future.

Pool Building Restoration

Mr. Bisson noted this would be the third phase of the restoration and include replacing the floor, ADA accessibility, repainting, a new roof, and windows.

Park Street Common – Gilman Park

Mr. Bisson noted benches would be replaced with plastic benches on cement pads. The electricity would be updated to allow for use by the robot mowers.

Ms. Belanger recommended if digging for the electricity, to consider installing a conduit for future electric vehicle charging stations.

Hampton Road

Mr. Bisson noted the ADA pathway from 4 Hampton Road to 10 Hampton Road would be extended.

DPW Director Steve Cronin and Water/Sewer Supervisor Stephen Dalton presented the requests for:

Surface Water Treatment Plant \$2 million (pg. 23)

Mr. Cronin noted the funding in 2024 and the drinking water SRF application was submitted. The current plant is outdated, and they are identifying other properties in the general vicinity. The existing plant is in the 100-year flood plain and downstream from the dam. He noted this is for design work.

Ms. English noted there is a program in Colorado which recharges the groundwater supply by re-using water. Mr. Cronin noted this had been discussed at the conceptual level.

Great Bay Total Nitrogen (pg. 21)

Mr. Cronin explained the five-year permit and reduction of non-source point pollution. In the past they looked at septic systems and fertilizer. They are proposing enhanced street sweeping and would like to replace the street sweeper at a cost of \$400,000. It has a 6–8-year life cycle. He explained the percentage of Clean Water SRF funding and that this was a less expensive way to keep the permit rather than costly upgrades to the treatment plant. The Enhanced Sweeping Program, estimated at \$12,000, would be 100% funded if approved.

High Street Cross City Sewer Rehab (pg. 30) \$4.3 million

Mr. Cronin noted sewer capacity issues from High Street to Gilman to Drinkwater Road. He indicated 2,600' of pipe would be rehabilitated and \$2,500' of pipe replaced. He applied to the Clean Water SRF and hasn't heard yet. He showed the location of the pipes on the plan and a section where 12" pipe would be upgraded to 15."

Lead Service Line Inventory (pg. 33) \$173,000

Mr. Cronin explained the EPA regulations and compliance date of 2034 to identify locations. They will do 149 customer side visual inspections and 69 system side inspections with pothole excavations annually.

Chair Plumer asked if the inspections would be done by the department or contractors and Mr. Cronin indicated a hybrid of both.

Surface Water Treatment Plant Residual Disposal (pg. 34) \$500,000

Mr. Cronin explained the by-product of treatment that needs to be trucked away until the plant is replaced.

Vehicle Replacement – Dump Truck #52 (pg. 58) - \$85,000

Mr. Cronin showed a photo of the truck to be replaced with a Ford F550. He noted an equipment schedule on page 60.

ADA Improvement Capital Reserve Fund (pg. 8) \$25,000

Ms. Roy presented the request for funding the reserve fund. She indicated there is work around town to improve accessibility. There was a study done to identify potential improvements. She noted that Planet Playground has ADA accessible spaces. Ms. Belanger noted that Pairpoint Park will have them as well.

Pedestrian Improvement (pg. 12) \$266,000

Ms. Roy presented the request for matching funds for the proposed \$1 million improvements to sidewalks and crosswalks. She noted there is a Transportation Alternative Program grant which would cover 80%. The project would only move forward if the grant is approved.

Space Needs Assessment (pg. 11) \$50,000

Ms. Roy explained assessment of town building functionality. The assessment would require a \$50,000 warrant article. The assessment would consult on how to best use spaces. She noted the move to 10 Hampton Road from Court Street as one example and the Police Fire Substation as another. She noted that police and fire had held off on any requests this year to thank residents for support of the substation.

IV. OLD BUSINESS

APPROVAL OF MINUTES

June 12, 2025 – ***Tabled***

Mr. Kennedy recommended having Vice-Chair Brown review the conditions of approval to make sure the approval letter that went out matched.

Ms. English motioned to table approval of the June 12, 2025 minutes. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

July 10, 2025

Ms. English and Ms. Belanger recommended edits.

Mr. Kennedy motioned to approve the July 10, 2025 minutes, as amended. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

V. OTHER BUSINESS

- Master Plan Discussion
- Field Modifications
- Bond and/or Letter of Credit Reductions and Release

VI. TOWN PLANNER'S ITEMS

VII. CHAIRPERSON'S ITEMS

VIII. PB REPRESENTATIVE'S REPORT ON "OTHER COMMITTEE ACTIVITY"

IX. ADJOURN

Ms. English motioned to adjourn the meeting at 8:30 PM. Ms. Belanger seconded the motion. A vote was taken, all were in favor, the motion passed unanimously.

Respectfully submitted.

Daniel Hoijer,
Recording Secretary (Via Exeter TV)