

July 9th, 2018

Draft Minutes

Select Board

1. Call Meeting to Order

Anne Surman, Kathy Corson, Julie Gilman, Molly Cowan, Don Clement, and Russ Dean were all present for the meeting. The meeting was called to order at 7:10PM by Ms. Gilman.

2. Public Comment

Florence Ruffner, chair of the Swasey trustees, asked the select board if they would consider taking over their application process. Ms. Gilman said they are continuing work sessions talking about the entire application process for the town.

Nicholas Gray brought up the idea of creating an advisory millennial council addressing the welfare of Exeter residents aged 18-35. He read excerpts of a letter that he sent to the board. Exeter has a higher aging population than other towns in NH, due to less affordable housing, a lack of jobs, and less recreational opportunities for that age group. The advisory council would consist of 5-7 members serving on 3 subcommittees.

3. Minutes & Proclamations

- a. Proclamations/Recognitions – Exeter Sports Teams: Baseball 2018 and 2017,
Girls Track, Girls Swimming/Diving, Unified Basketball

The Exeter Girls Track/Field team, the Exeter Swimming and Diving team, the Exeter Unified Basketball team, and the Exeter Baseball Team won the NHIA Division I state championships this year. Laura Smith, Jackie Redmond, Sharon Orchard, Kevin McQueen & Bruce Joyce, the coaches of the respective teams, were given plaques from the board recognizing their accomplishment.

- b. Proclamations/Recognitions – Parks/Recreation Month

Ms. Cowan read a proclamation from the board declaring July as Exeter parks and recreation month, as the parks and recreation department is a vital part of the community. The US House of Representatives had previously declared July parks and recreation month. Greg Bisson, the director of the department, thanked the board for the recognition and encouraged anyone to contact the department if they are interested in new programs or services not yet offered.

4. Approval of Minutes

- a. June 18th, 2018 – Regular Meeting

On page 6, it was clarified that the Exeter Lions Club repainted the fence rails. On page 8, Mr. Clement said that the tree limb in the river is not a hazard, but instead just an eyesore. Ms. Gilman also said that she voted “yay” in the motion on page 2, which needed to be corrected.

MOTION: Mr. Clement moved to accept the June 18th, 2018 minutes as amended. Ms. Surman seconded the motion, and it passed unanimously.

b. June 25th, 2018 – Work Session

On page 1, Mr. Clement said that he wanted the Swasey parkway events to come to the select board because most of their events happen on the roadway, which is under select board jurisdiction.

MOTION: Ms. Surman moved to approve the June 25th, 2018 minutes as amended. Ms. Cowan seconded the motion, and it passed unanimously.

Ms. Surman gave a quick PSA that the Independence Festival would be happening at Swasey Parkway, and that there would be signage to stay off the grass in some areas for re-seeding after construction.

5. Appointments – Historic District Commission, Budget Recommendations Committee

MOTION: Ms. Corson moved to appoint Linda Allen as an alternate member to the historic district commission, term ending 4/30/19. Ms. Surman seconded the motion, and it passed unanimously.

MOTION: Ms. Corson moved to appoint Corey Stevens as a member to the budget recommendations committee, for a one-year term. Ms. Surman seconded the motion, and it passed unanimously.

MOTION: Ms. Corson moved to appoint Steve Ramsay as a member to the budget recommendations committee, for a the current-year term. Ms. Surman seconded the motion, and it passed unanimously.

Ms. Cowan talked about the town's need for open and transparent governance, and made the following motion. The point of the motion would be to ensure that the permitting and budget processes in the town are completely transparent. Ms. Cowan said that she believed a lot of the conflict came from personality differences and that she wanted to move past that. She also did not want to name specific committees for this to apply to, in case of future changes or new committees.

Mr. Clement said that he was reluctant to dictate to another board that they are required to be filmed. He would encourage other town boards and committees to take advantage of the technology, however. Ms. Gilman said that she felt that the select board did have the authority to do so, since they appoint members to other boards and committees. Ms. Surman did not want to subject parade committees to 91-A, which she felt this would do. Some of the committees not already being filmed include the heritage commission, arts committee, the human services committee, and the parade committees.

Paul Royal said that the age we live in calls for open government, and that he thought the motion was a good idea to avoid intense discussions like what has been happening with the arts committee. Florence Ruffner wondered why the Memorial Day parade committee was a town committee, while other parade committees were independent but town supported.

MOTION: Ms. Cowan moved to require non-advisory committees who are in charge of a permitting process or a budget to be filmed on TV. Ms. Corson seconded the motion, and it passed 3-2-0, with Ms. Surman and Mr. Clement voting nay.

6. Discussion/Action Items

a. Downtown Sidewalks - Accessibility Discussion

Ms. Gilman began the conversation about the accessibility issues downtown in response to a recent social media video. She emphasized that accessibility is a complex issue, especially around roadways and streets due to the difficult planning process. Ms. Cowan is excited to see people caring about this issue. Ms. Gilman said she would like to talk to public works and planning about the issues for recommendation. Mr. Dean went out to look at the area involved in the video, which is a bump-out in front of Capital Thai that has an issue with getting onto the ramp out of the way of traffic. The town engineer went with him to discuss solutions. They potentially might move the handicap space to another location. Ms. Corson asked for a timeline on the issue. Mr. Dean said he wants to hear back from the departments first, but did recognize the need to move it forward quickly.

Michelle Clark said that the curbs are problematic throughout town, especially during the winter. When snow banks are piled up, it becomes a major issue for people needing to get around. She wasn't sure that moving the spot would be effective and emphasized that they should talk to people with accessibility issues.

Roger Goun, the man who originally posted the video, said that the issue involves both safety as well as civil rights. He said that public works had contacted him, as well as the ADA coordinator for NH DOT and the NH Disability Rights Center. The immediate safety issue should be solved first, and then the town can move onto fixing other compliance issues. Mr. Dean added that the ADA coordinator is noted in personnel, and that he has not received anything formal from public works yet.

Amanda Kelly is glad that the issue is being talked about and said she has been to different public meetings to address accessibility issues. She also suggested consulting people affected by accessibility issues, because problems stand out more readily to them. Other towns even have a day where the town government spends the day in a wheelchair. Dana Trahan also emphasized the need to involve people dealing with accessibility issue in conversation.

Emma Grager supported the critical safety issues at hand. She also pointed out that the ADA has been around for a long time, and is disappointed that it seems to have been ignored with new construction projects in Exeter. She also underscored communications problems in the town, saying there was a social media post where it said that the town was contacted. There is a need for a parking/traffic study in the town to be proactive.

Ken Knowles said that anyone with design experience should see that it wasn't laid out properly. He hopes that Lincoln Street will not have these same issues and encouraged the board to include someone with site design and ADA experience.

Paul Royal also addressed the communications problems in the town, but said that people can easily communicate with the local government through public comment. He believes this issue should be a regular agenda item until the problem is solved. He also said that the town can learn from this experience for future design issues.

Mr. Dean said that some information was put together from the NH Municipal Association about this issue and included in the board's packet. He wants make sure that the dialogue between departments and those affected is continued.

Mr. Goun said that he noticed the problem when the curbs were put up, and had asked the select board to address the issue, but nothing was done. He said he brought a select board member to the spot, but no one brought it to the board's attention.

Ms. Gilman said that the snow issue at least is a matter of prioritizing, and they need to figure out a better plowing rotation. Mr. Clement thinks that the bump out should extend the sidewalk into the street to make the crosswalk a shorter distance, and doesn't like the design of the bump out in question. A short-term solution could be to move the spot. Ms. Corson also suggested adding some greenspace, so it's not just a giant spot of concrete. Ms. Cowan asked how easy it is to move the parking space. Mr. Dean said it's fairly easy, but he wants to bring it back to the board. Ms. Cowan suggested adding another temporary handicap parking spot. Ms. Corson emphasized that they need an engineer to look at the design.

Karen Prior said that a lot of time and taxpayer dollars went into sidewalk construction. It's unfortunate that it wasn't designed well. Going forward, ADA compliance should be addressed more directly. A lot of taxpayers don't understand what the parking/traffic study would have included, and she thinks they could have explained it better.

Mr. Goun suggested putting curb cut with a bump-out either adjacent to the parking space, or next to the sign. Ms. Corson emphasized the need to do it correctly with an expert and wanted to know why it was not done correctly in first place. Mr. Dean said he would get feedback from people who did the work. The board decided to put the issue on the agenda for the next meeting.

b. E911 Proposals

Mr. Sharples talked about the renaming of streets in the Jady Hill neighborhood for emergency service compliance. He showed the board a map of the area and named four streets that have confusing intersections and are divided into segments (Woodlawn Circle, Hall Place, Jady Hill Circle, and Jady Hill Court). The committee sent out notices to residents. The streets in the area were renamed to Fairway Drive, Clover Street, Crabapple Drive, Woodlawn Circle, and Hall Place (Woodlawn and Hall were not entirely changed, but their start and ending sections were).

MOTION: Mr. Clement moved to open the public hearing to discuss street change recommendations from the July 9th memo by Dave Sharples. Ms. Surman seconded the motion, and it passed unanimously.

Lucy Williams, a resident of Woodlawn Circle, wanted clarification about what street numbers would change. Mr. Sharples answered that it will be renumbered as 2,6, and 14, and explained that house numbers go in 50-foot increments. Ms. Williams also asked about the deed changes, etc. Mr. Sharples said that Justin Pizon sends out a letter to affected residents, utility companies, and the USPS once the Select Board makes a decision. There are 30 days from the receipt of the letter until it becomes officially effective. Ms. Williams also wondered about the name "Crabapple Drive". Mr. Sharples said that as long as it meets requirements, they are open to suggestions from residents.

Jim Riswald, a resident of the neighborhood, said that it seemed ridiculous that emergency services wouldn't be able to find these properties in such a small neighborhood. He was not in favor of the changes and thinks that the town is putting a burden on residents because they will have to change all of their accounts.

MOTION: Mr. Clement moved to close the public hearing. Ms. Surman seconded the motion and it passed unanimously.

MOTION: Ms. Surman moved to rename the following section of Jady Hill Circle to Fairway Drive: from Jady Hill Avenue to the intersection of itself and Jady Hill Court. Ms. Cowan seconded the motion, and it passed unanimously.

MOTION: Ms. Surman moved to rename the section of Jady Hill Circle from Green Hill Road to Jady Hill Court, the section of Woodlawn Circle between numbers 19-15, and the section of Hall Place between Woodlawn Circle and Sharon Circle to Clover Street, and to renumber in accordance with town ordinances. Ms. Cowan seconded the motion, and it passed unanimously.

MOTION: Ms. Cowan moved to table recommendation number 3, and to ask the residents to come back by the next E911 meeting. Ms. Surman seconded the motion, and it passed unanimously.

c. Proposal for short term rental of Municipal Lot space

Darren Winham brought up the request for a license agreement with Pairpoint Group. This agreement is necessary to have the building built at 23 Water Street. There is no property available for staging, so this agreement would allow the developer a 40'x40' section in the nearby municipal parking lot. It would take up 8 public spaces, but will not interfere with overnight parking or snow removal. This proposal would minimize disruption to the public, because of lessened construction and vehicular traffic to the project. It would be for a dumpster and a construction trailer as well, with a fence blocking the area off. The agreement would last up to one year, though likely less than that.

Ms. Surman asked why this was called a license vs. a lease. Mr. Dean said that there is a provision in the law about taxes for leases, and the town is not suggesting any fees, so it was called a license. Ms. Corson asked how construction would be moved back and forth and how the traffic pattern would work out.

Elliot Berkowitz, the manager of the property, said that the lot offers a number of logistical challenges to construction. He said that material would not be brought to the property until right before they are about to use it. They are hoping to get a foundation in the property by November. He also emphasized that there is no other way to build this property.

Mr. Clement asked if he had exhausted other possibilities of where to put storage and other construction facilities. Mr. Berkowitz said that he had, and there are none. Mr. Clement said he wants to think more about the logistics, and is struggling with giving away 8 public parking spaces for a year. He also thinks this should be worked as a lease and wants the select board to sign it. Ms. Surman agreed that it should be a lease. Ms. Gilman said that she believes the use of the parking spaces is the best solution because of the restrictions on the property. Mr. Dean said that they can modify the agreement to be a lease agreement for \$1.00, and the term would be the same. Mr. Berkowitz said that two weeks from now is fine for a decision. The board told him they will decide at their next meeting.

d. Engine 4 Lease Documents

Mr. Dean said that the total cost is \$489,916, and the lessee resolution needs to be read and approved. Ms. Cowan read the lessee resolution as presented in the select board packet.

MOTION: Ms. Corson moved to adopt the lessee resolution for the replacement of engine 4. Ms. Cowan seconded the motion, and it passed unanimously.

e. Adoption of 2018 Hazard Mitigation Plan

This was presented in a public meeting previously, and was also put up on the town website. They did not receive any public comments. Ms. Cowan read the certificate of adoption as presented in the select board packet.

MOTION: Mr. Clement moved to sign the certificate of adoption for the 2018 hazard mitigation plan update. Ms. Surman seconded the motion, and it passed unanimously.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

The first was an appeal from a decision that the select board had previously made about 64 Epping Road, to decrease the amount of tax exemption for the property. The BTLA granted the owner's appeal. Now the select board can either appeal the BTLA's decision or accept it. Mr. Clement said that based on his experience in this situation, it would be fruitless to appeal. Ms. Surman said that she did not want to grant a tax exemption for the property and have the taxes go to other ratepayers. Ms. Cowan said that she has received input from residents leading to her wanting to appeal the BTLA decision. Ms. Gilman also thought that it could set a precedent and wants more clarification from the BTLA.

MOTION: Ms. Cowan moved to ask the BTLA to reconsider their decision for the tax-exempt status of 64 Epping Road, map 62 lot 112. Ms. Surman seconded the motion, and it passed 3-2-0 with Ms. Corson and Mr. Clement voting nay.

MOTION: Ms. Cowan moved to approve an LUCT for map 43, lot 6 in the amount of \$37,500. Mr. Clement seconded the motion and it passed unanimously.

MOTION: Ms. Cowan moved to approve an intent to cut for map 94, lot 19. Ms. Corson seconded the motion and it passed unanimously.

MOTION: Ms. Cowan moved to approve an intent to cut for map 71, lot 119. Ms. Corson seconded the motion and it passed unanimously.

MOTION: Ms. Cowan moved to approve an intent to cut for map 101, lot 32. Ms. Corson seconded the motion and it passed unanimously.

MOTION: Ms. Cowan moved to approve the water/sewer abatement for 3 Warren Avenue in the amount of \$666.88. Ms. Surman seconded the motion, and it passed 4-0-1 with Mr. Clement abstaining.

MOTION: Ms. Cowan moved to table the water/sewer abatement for 4 Hayes Park until the next meeting. Ms. Surman seconded the motion, and it passed unanimously.

b. Permits & Approvals

There was an application submitted by Darius Thompson for the holiday parade to be moved to 12/8/18. The board had already approved the usual date for the parade, and did not know why it was being changed. Mr. Dean said that he would talk to Mr. Thompson for more information before approval.

MOTION: Mr. Clement moved to approve a permit for the use of the town hall and poster board for the NH Children's Trust on 4/13/19 from 2:00-10:00PM. Ms. Cowan seconded the motion, and it passed unanimously.

MOTION: Ms. Corson moved to approve the fee waiver for the use of the town hall by the NH Children's Trust. Ms. Surman seconded the motion, and it passed unanimously.

There was an application submitted by John Mcinnis Auctioneers to use the town hall for an auction from August 19th-27th. The board was concerned about blocking off a big chunk of time, and also the application is for a for-profit business. They would like more information about the event.

c. Town Manager's Report

Mr. Dean said that the Lincoln Street project is underway and going well. He recently met others at the Lincoln Street train station to review any maintenance that needs to be done. They would like to close the area off at some point so that everything can be finished at once. For this, they are in contact with Lincoln Street school to use their parking area. Clement asked who had been designing the project, and Mr. Dean answered that Ironwood Design, along with CMA Engineers, have been. Ms. Gilman would like to see the layout reviewed for ADA concerns.

d. Select Board Committee Reports

Mr. Clement attended the river advisory meeting, where the main topic was the state of deficiency of Pickpocket Dam. DPW is looking at prices for a feasibility study for the different solutions. He also went to an economic development meeting about business retention training. The planning board had some lot line adjustments to discuss – one was tabled for more information. They also made the decision to deny the variance in school impact fee for Mr. Schaffmaster. During the E911 meeting, Mr. Clement filled in.

Ms. Cowan went to a regional housing discussion which had people from across region. It was lead by Sarah Garstka and the discussion was how to incentivize developers to create workforce and other affordable housing. The discussion was mostly generative, but she hopes it will grow towards recommendations.

Ms. Surman had a Swasey Parkway trustee meeting, and they discussed the possibility of the select board taking over their permitting process which would allow them to spend more time on other issues.

Ms. Gilman attended a heritage commission meeting, and they met with Kristin Murphy to discuss possible joint events with the conservation commission at Raynes Farm. They also chose a location for a sign for the last piece of the dam mitigation.

e. Correspondence

There was a letter from the BTLA about the time extension for 22 Industrial Drive. A news alert from SafeWise said that Exeter was one of the safest cities in the nation to raise a free-range child. There was a letter from Bruce Jones responding to statements made by Karen Desrosiers. A letter from Derek Haddad addressed the recent ADA accessibility issues. And there was a letter from Comcast about rate and package changes.

Mr. Clement brought up that the finance department had reserved some parking spaces downtown recently. Mr. Dean said that it was a request made at a department management meeting two months ago, because they were having issues with parking due to distance and lack of street parking. He also said that the spaces would have been occupied by finance employees regardless. Mr. Clement pointed out a warrant article that authorized 8 public parking spaces by the town hall, and now 3 of those spaces have been taken away from public access. The board suggested that clarifying time limits on the spaces might be a good idea.

8. Review Board Calendar

The next select board meeting will be on July 23rd, 2018.

9. Non-Public Session

MOTION: Ms. Corson moved to go into a non-public session at 10:05PM, pursuant to RSA 91:A 3-2A for compensation and RSA 91:A 2 for land acquisition. Ms. Cowan seconded the motion, and it passed unanimously by roll-call vote.

Respectfully submitted by recording secretary Samantha Cave.