

Select Board Meeting  
Tuesday November 13th, 2018  
Town Offices, Nowak Room  
Final Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Julie Gilman, Don Clement, and Russ Dean were present at this meeting. Clerk Molly Cowan was absent. The meeting was called to order by Ms. Gilman at 7 PM.

2. Board Interviews

There were no board interviews.

3. Public Comment

Darius Thompson of 50 Drinkwater Road, a former member of the Arts Committee, asked if Ms. Gilman as the Select Board chair had reached out to the Arts Committee members that resigned, and also if she had talked to the Memorial Day parade committee about storing their equipment separately from the Holiday Parade committee's storage following a conflict. Ms. Gilman said she had not, but that she could reach out to both groups.

4. Proclamations/Recognitions

There were no proclamations or recognitions.

5. Approval of Minutes

a. Special Meeting: October 18th, 2018

**MOTION:** Ms. Surman moved to approve the minutes for October 18th 2018 as written. Mr. Clement seconded. All were in favor.

b. Regular Meeting: October 29th, 2018

Ms. Surman asked that on page 13, in the fourth motion, on the Memorial Day parade, "Florence Ruffner" be removed. Mr. Clement asked Mr. Dean if the MyCivic App cable fund coding issue mentioned in the first paragraph of page 4 has been corrected; the money should come from the General Fund, not the Cable Fund. Mr. Dean responded that he had sent the word to EXTV, but he didn't know whether accounting has made the adjustment.

Mr. Clement then asked for clarification on the first paragraph of page 4, Fund Balance, where it reads "...they replaced an engine and all the fire department radios as part of a warrant article, and established a Cemetery Capital Reserve, they've done 80% of the work there." Mr. Dean said that meant 80% of the work at the Winter Street Cemetery; that was the bird issue, and the rest of the work would be done in the spring.

Mr. Clement also asked if on page 7, second paragraph, where it says "installing three pipelines that total almost 10K linear feet," if that meant 10,000 linear feet. Mr. Dean confirmed, and Mr. Clement asked that "10K" be changed to "10,000."

**MOTION:** Ms. Surman moved to approve the minutes for October 29 2018 as amended. Mr. Clement seconded. All were in favor.

#### 6. Appointments - Conservation Commission, Planning Board, ADA Coordinator

**MOTION:** Ms. Surman moved to appoint Andy Weeks of 2 Country Lane as an alternate member of the Conservation Commission, with a term ending 4/30/20. Ms. Corson seconded. Mr. Clement abstained and the motion passed 3-0-1.

**MOTION:** Ms. Surman moved to appoint Lucretia Ganley of 30 Charter Street as an alternate member of the Conservation Commission, with a term ending 4/30/21. Mr. Clement seconded. All were in favor.

Ms. Gilman raised the Planning Board appointment issue, in which two alternates, Nick Gray and John Grueter, are being considered for a single place on the board. Ms. Surman said that for most of the boards, seniority determines which alternate member becomes a full member, and perhaps that's a rule they could follow here. Mr. Clement said he still felt that the Planning Board should have given the Select Board only one nomination. Ms. Gilman suggested they let the Planning Board operate with their membership as it is now, and wait until March when some members' terms are up. Ms. Corson and Mr. Clement said that they wanted Ms. Cowan to be present before making any decision. Ms. Gilman agreed and the Planning Board appointment was tabled.

Ms. Gilman introduced the ADA appointments by saying that every town must designate a contact for ADA issues. In the notes, Dave Sharples was designated as the ADA Coordinator and Doug Eastman as the alternate, but Mr. Dean said that based on feedback from Mr. Sharples and Mr. Eastman they should switch the positions.

**MOTION:** Ms. Surman moved to appoint Doug Eastman, the Code Enforcement Officer, as the ADA Coordinator. Mr. Clement seconded. All were in favor.

**MOTION:** Ms. Surman moved to appoint Dave Sharples as the alternate ADA Coordinator. Mr. Clement seconded. All were in favor.

#### 7. Discussion/Action Items

##### EXTV Proposal - Training Room and Studio

Bob Glowacky presented an updated proposal to create two new multipurpose spaces at Town Hall that could be used by EXTV. He proposes creating a TV studio, which would also be a publicly usable space, in the back room of the art gallery on the second floor, and a multimedia training room in what is currently a storage room also on the second floor. In response to previous feedback, this new proposal is scaled down, at lower cost, and includes portable equipment which could be used to film in the main hall, in other town spaces, or even in peoples' homes. If they create this studio, they will have more broadcast capabilities and won't have to turn people away who want to make shows.

Mr. Glowacky runs Channel 22 and Channel 98, Exeter TV. They currently share a TV studio with Exeter High School, but it's not feasible to continue, since it's so difficult for the public to get in there. They rely on Doug York to allow access; he's an SAU employee but one quarter of his salary, \$22,000, is paid by the town. If they ended the relationship with the High

School studio, they could potentially save that money. The school has also purchased new equipment, and now the town doesn't own most of what is in there. If anything gets broken they will come to the town and ask for money. This proposal would bring the studio back under town control and better serve the public.

The proposed studio room would have a TV studio with a curtain backdrop and chairs, with cameras on the walls and on tripods. Everything could be broken down so the community can still use the space, although the curtains may hang permanently. They would also add air conditioning so that the space could be used more comfortably year-round. The studio piece would cost \$90,000: \$40,000 in building costs, which includes \$20,000 for the AC; \$35,000 in equipment costs (robotic cameras, wireless mics, a mixer, and a Tricaster Mini live switcher) and \$15,000 in studio set costs (curtains, set, meeting tables, chairs, and podium).

In the second floor storage room, they'd create a multimedia lab with four or five computers where they could do trainings in editing or graphic design and have office hours. This public space would allow EXTV to shift from a paid editing staff to volunteers. They could also use the room for town staff trainings instead of the Wheelwright Room; having a dedicated space for these trainings would eliminate the extensive set-up and breakdown time. Sometimes they need a larger room for trainings, and they would still be able to set up elsewhere. This piece of the proposal would cost \$6,000, for floor renovation, paint, AC, replacing ceiling tiles, making electrical upgrades, and adding shelves.

Outside, they could hide the AC Unit in a weedy corner at the back of the building. The DPW is also looking to rebuild the "dog house" vent cover; EXTV could potentially pick up the cost and add its utilities there.

Mr. Dean said he would like to have an alternative to the Wheelwright Room for training. Ms. Surman asked if they have any data on public use of the current studio. Mr. Glowacky said there's currently one weekly show, and at least three or four others interested in doing a show, but it's a nightmare to coordinate. Ms. Surman asked how accessible the new studio room would be to the public. Mr. Glowacky said it would be very accessible.

Ms. Gilman asked whether he'd coordinated with the other users of the room. Mr. Glowacky replied that he's talked to the group in there every Friday morning, and they would love a renovation of the space and the addition of air conditioning. He also spoke to Seacoast Open Studios (SOS). They were initially hesitant, thinking they're going to be kicked out, but he explained to them that this was not the case, and he could even use them on public access. They liked that idea. He plans to coordinate with more users for feedback.

Mr. Clement said there was not enough use to justify a second studio, and Mr. Glowacky responded that they would move away from the High School studio. Mr. Clement said EXTV would be using a lot of the Town Hall space, and suggested that the Facilities Committee should review the proposal. Mr. Clement was also concerned about the security of the Town Hall building.

Ms. Surman asked if the proposal was self-funded out of the Cable Fund, and Mr. Glowacky said yes. Mr. Clement said that the Cable Fund money can only be used to bring public access television shows to the public; things used for town employee training cross the line. Mr. Dean said there are no hard and fast rules, but Mr. Clement disagreed, saying that if they don't come out of the right pockets, it's a violation. Ms. Gilman suggested that they read

the article. Mr. Clement asked who can authorize the money coming out of the cable fund; Mr. Dean said the Select Board.

Ms. Corson said this proposal is a great start, but she agreed that it should go to the facilities committee. She had some emails about storage for the Festival of Trees and holiday lights, and asked if this is the same storage room. Mr. Glowacky said no, their room is next to that storage room. However, they walk through EXTV's storage room because there's a problem railing. Ms. Corson asked him to work that out and come back.

Ms. Gilman said they're great ideas, and extra space for meetings would be great. She asked Mr. Glowacky to coordinate with the Facilities Committee regarding the plans and the AC. Mr. Glowacky responded that he has already been working with Jeff Beck from DPW, and Renay Allen from the Energy Committee on doing it in a green way.

Darius Thompson commented that he had concerns about being able to use the space, but agreed that it's hot in the summertime. He suggested that instead of building a room used for employee training, to start offering training online, which would take fewer resources and less space. He also wanted to ensure that groups currently using storage, such as the holiday lights group, can continue to have space.

Jay Childs, an Exeter resident, was involved in the initial studio set-up at the High School and said that the expectation was that there would eventually be another studio that was part of the town. He added that he appreciated Mr. Glowacky's emphasis in this proposal on portability and working outside the studio.

Mr. Glowacky introduced Terry Trainor, a nonresident who has a weekly EXTV show about movies. Ms. Gilman asked for a motion to allow Mr. Trainor to speak.

**MOTION:** Mr. Clement moved to allow Mr. Trainor to speak. Ms. Surman seconded. All were in favor.

Terry Trainor, a Brentwood Resident, has a weekly EXTV show. He said that the key to grow is to consistently have a show every week, but filming at the high school is a coin toss. He feels there's a lot they could bring to the area and wants to continue here.

Mr. Thompson said that the use of this space needs to be discussed with a reconstituted Arts Committee. Ms. Gilman said they plan to look at the whole second floor and its use. They will start with the facilities committee and do a master plan.

Mr. Clement asked if there will be additional operational costs. Mr. Glowacky said more electricity usage maybe, but not more staff. They'll be shifting staff hours to the evening to support it. In the training room, there would be someone on standby if people have questions.

Ms. Corson asked if they charge people to use the equipment or studio. Mr. Glowacky said no. There's supposed to be an AV fee of \$80/hour for filming events, but they don't charge it currently, since it just goes to the General Fund.

Mr. Glowacky wanted the Board to consider the portability of the equipment; it can be used whether they have a space or not. Acting on this piece of the proposal faster would allow them to put a temporary studio anywhere, including at meetings not held in the Nowak Room. Mr. Clement and Ms. Corson asked him to bring specifics on the equipment alone. Ms. Gilman added that they need to get three quotes for the equipment.

Mr. Thompson said he thought funding the equipment only was a good solution.

Bonnie Glensky, an organizer of the Festival of Trees, stated that they lost their former storage space at the Town Hall last year. They asked the Board to be mindful that there are community groups that rely heavily on the storage. Mr. Glowacky said he was sorry about the storage space for the Festival of Trees; Chamber got their former space and is happy.

Ms. Gilman thanked Mr. Glowacky for his presentation.

b. TEAM - First Friday funding

Scott Ruffner said that his organization TEAM has been organizing First Friday concerts since 2015, in collaboration with the Exeter Arts Committee. In 2018, the Arts Committee did not fund the concerts; most musicians played at a discount or free. Now that there is no Arts Committee, what will happen to their \$3,000 budget? Mr. Ruffner suggested they keep it allocated to the arts. TEAM is planning First Fridays, winter movies, and expanded warm weather programming. He's not concerned who gets the money, but they want to keep the concerts going.

Ms. Surman felt they need to reinvigorate the Arts Committee and fund arts through that group, rather than fund TEAM directly. Mr. Ruffner asked her to clarify how the brass bands concerts and the holiday parade were funded from the town. Ms. Gilman said that the brass band is 170 years old, they're made into temporary town employees so they can pay them. For the holiday parade and lights committee, the work is done by volunteers to whom the town makes a donation. They can't simply put a nonprofit entity as a line item in the budget. Ms. Corson said the Arts Committee is just in limbo. She had expected the Arts Committee members to come back to the board at the end of the summer, but apparently they're waiting to be called.

Mr. Clement said he would feel uncomfortable with a private organization being given town funds. He said that the line item for the Arts Committee is a placeholder of \$1 this year, so there's no money in the budget. He said that TEAM has done a good job with the concerts, but he's not ready to have them get paid. Mr. Ruffner said it's \$3,000 for 6 concerts, all going to the performers.

Nancy Phillips, an Exeter resident, said that TEAM events get more young people interested in the town, and she'd like the Select Board to find an interim way to keep the concerts going, and then take the time to address the Arts Committee.

Bill Childs of 5 Smith Ave, a past member of Arts Committee, suggested that they form an Arts Committee with a more diverse perspective on art than just the visual arts. Ms. Gilman responded that the Arts Committee's mission statement was to provide a broad base of the arts. They were beginning to get beyond visual art.

Mr. Thompson read a communication from Karen Derosiers, a former member of the Arts Committee. She implored them not to give a nonprofit private organization such as TEAM tax money. She wrote that the Arts Committee was beholden to the Select Board and taxpayers; TEAM has a different model. Mr. Thompson said that the Board shouldn't provide funding to any nonprofit not voted by a warrant article, since they're not affiliated with the town. Mr. Ruffner responded that they are not driven by financial gain, saying you can't profit from a free concert.

Bruce Jones, an Exeter resident, said that lots of volunteers who applied to the Arts Committee never heard back, and there are potential volunteers out there to move forward with.

Marissa Vitolo, a former member of the Arts Committee, said she would love to see the Exeter Arts Committee come back with a whole new set of people. She thought that TEAM's request had been misinterpreted. They are only asking for the town to provide the money for the concerts to continue to any group, not necessarily to TEAM itself. Mr. Ruffner added that if they're not comfortable funding a nonprofit, they could give it to Parks and Rec. Ms. Corson mentioned that she had called Greg Bisson, and he would be willing to manage the money, but she's still in favor of getting the Arts Committee back. Mr. Ruffner said they have worked with Mr. Bisson, but his money is already allotted.

Mr. Clement clarified that the dollar in the Arts Committee budget is a placeholder. It's not that it's not funded. If it's \$0, they can't bring it to deliberative session, but \$1 allows the voter to make changes.

Mr. Ruffner stated that a new Arts Committee should be made up of arts professionals, but Ms. Corson felt strongly that the group should be open to anyone offering their support to the arts.

Ms. Gilman closed the topic by saying they'll see how the discussion goes during the budget deliberations.

#### c. Revision - Housing Advisory Committee Charge

Mr. Dean discussed the revision to the composition of the Housing Advisory Committee. The new proposal does not have the Realtor/Developer seat or the Financial Professional seat, but it leaves the Planning Board member and the RPC member, and then adds four citizens at large. It also includes a Select Board member as an ex officio member. Ms. Gilman asked if an even number was a problem for voting, but Mr. Dean said that there was no budget involved, they would only be making recommendations. The current people would still fit, but in different slots. Ms. Gilman asked about the terms. Mr. Dean said originally there were one, two, and three year terms, and three year terms after that. Mr. Clement and Ms. Corson suggested that only the four citizens at large have terms, not the board members.

**MOTION:** Mr. Clement moved to accept the revised charge for the Housing Advisory Committee as described in the packet of 11/13/2018. Ms. Corson added that the four citizens at large shall serve three year staggered terms. Ms. Corson seconded. All were in favor.

#### d. Warrant Article - Tax Rate Impact Discussion

Ms. Gilman said that the citizens' petition warrant article from 2017 requires tax estimates for budget and bond articles corresponding with a median single family home on the ballot. Mr. Clement said that while they have to state the estimated tax impact of the article, it doesn't include the median priced home. Ms. Corson said that that language is in the warrant article. Mr. Clement argued that the voters only implemented NH budget law Chapter 32 V.b. the rest is up to the Board, and added that that was the interpretation of legal counsel. Ms. Gilman disagreed, saying the warrant article gets more specific.

Mr. Dean presented a sample from the 2018 town warrant, along with different examples of how towns are showing this. Mr. Clement said for example, if the article has a tax impact of x, it translates to an increase of \$22 on a home of the value \$300,000. Ms. Corson said that the median price is \$288,000, but Mr. Dean said the assessors told him \$313,000.

Ms. Corson was concerned that owners of high-end houses and manufactured homes or condominiums would see the same price, they're not going to get that it's the median. Mr. Clement said they should come up with one number. Ms. Corson said \$100,000 is good, and Ms. Surman agreed that it would give people a base to do the math, but Ms. Gilman said that warrant article clearly calls for median single family homes. Ms. Corson and Ms. Gilman wanted to ask town counsel if \$100,000 would meet the standard.

Mr. Clement pointed out that for a bond, the first year impact is greater than the last year, so they will need to put a range. Ms. Corson suggested taking an average for the bonds.

Darius Thompson suggested they spell out each year for the bonds. Ms. Corson said that would make the ballot too long; people don't finish voting now. Mr. Thompson said they should have a dedicated Select Board meeting to discuss these impacts. Mr. Clement said they do a good amount to communicate, and this is about the ballot.

Ms. Gilman said the Board likes the \$100,000 because it's easy math. Ms. Corson asked if after the CIP meeting they could see a couple of articles with examples of their own. Mr. Dean said yes.

e. Property Use Fees

Ms. Corson suggested they wait for Ms. Cowan to discuss property use fees. Ms. Gilman tabled the discussion.

8. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

i. Ms. Gilman explained that RiverWoods has a regular abatement based on types of use, residential vs nursing home vs land use. Mr. Dean asked them to read 1A through D of the statement in the packet. Ms. Surman read the following statement for RiverWoods "The Boulders":

*Now comes the town of Exeter, by and through its Board of Selectmen (hereinafter "Town") and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter "RiverWoods"), and agree as follows:*

1. *By December 1, 2018, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:*
  - a. *The residential units will pay the full tax rate (state, municipal, county and school);*
  - b. *The nursing home will not pay any tax (state, municipal, county or school);*
  - c. *The remainder of "The Boulders" facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school); and*
  - d. *The land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which is in current use, will pay taxes at the full state, municipal, county and school rate for current use property.*

**MOTION:** Mr. Clement so moved. Ms. Surman seconded. All were in favor.

Ms. Surman then read the following statement for RiverWoods "The Woods":

Now comes the town of Exeter, by and through its Board of Selectmen (hereinafter "Town") and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter "RiverWoods"), and agree as follows:

1. By December 1, 2018, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:
  - a. The residential units (the units located in Crawford, Dixville, Franconia and Pinkham) will pay the full tax rate (state, municipal, county and school);
  - b. The nursing home (Monadnock) will not pay any tax (state, municipal, county or school);
  - c. The remainder of the RiverWoods at Exeter facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school); and
  - d. The seventeen plus acres of property not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which are in current use, will pay taxes at the full state, municipal, county and school rate for current use property.

**MOTION:** Mr. Clement so moved. Ms. Surman seconded. Ms. Corson abstained, and the motion passed 3-0-1.

Ms. Surman then read the following statement for RiverWoods "The Ridge":

Now comes the town of Exeter, by and through its Board of Selectmen (hereinafter "Town") and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter "RiverWoods"), and agree as follows:

1. By December 1, 2018, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:
  - a. The residential units will pay the full tax rate (state, municipal, county and school);
  - b. The nursing home will not pay any tax (state, municipal, county or school);
  - c. The remainder of "The Ridge" facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school); and
  - d. The land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which is in current use, will pay taxes at the full state, municipal, county and school rate for current use property.

**MOTION:** Mr. Clement so moved. Ms. Surman seconded. All were in favor.

ii. The next item was the water abatement request of Carl Edlund of 30 Franklin Street. There was a revised abatement amount of \$147.83, for a new bill total \$476.01 Mr. Dean explained that the first request had already been approved but the amount had been recalculated by Public Works.



**MOTION:** Ms. Corson moved to amend the abatement to \$147.83 for 30 Franklin street. Ms. Surman seconded. Mr. Clement asked what would happen if he voted nay. Ms. Gilman said that if the prevailing vote is to approve it, they keep whatever money. Ms. Corson suggested tabling this motion.

**MOTION:** Ms. Surman moved to approve the amended abatement for 30 Franklin street in the amount of \$147.83. Ms. Corson seconded. Ms. Surman voted nay, and the motion passed 3-1-0.

iii. Next the Board discussed the abatement request of Capital Thai Kitchen at 97 Water Street. The abatement amount would be \$2,653.46 for a new bill total of \$3244.07. Ms. Gilman said the Water department went to the property and found that the consumption was high due to a failure in a mop sink, which a contractor accidentally damaged. Mr. Clement moved to deny the abatement request. Ms. Surman seconded. All were in favor, and the abatement was denied.

iv. The Board moved on to the abatement request from Donald Lord of 68 Main Street. The abatement amount would be \$389.43 for a new total of \$571.79

**MOTION:** Ms. Surman moved to deny the abatement 68 Main Street in the amount of \$389.14. Mr. Clement seconded. Ms. Surman and Mr. Clement voted yay, Ms. Corson voted nay, and Ms. Gilman did not vote. The motion passed 2-1-0.

#### b. Permits & Approvals

**MOTION:** Ms. Corson moved to approve the application for Town Hall and Bandstand use by Scott Ruffner for TEAM First Friday Nov 1 2019 from 5 - 10 PM. Mr. Clement seconded. Ms. Surman voted nay and the motion passed 3-1-0.

**MOTION:** Ms. Corson moved to approve the application by Renay Allen for use of the Art Gallery and Back Room by the Exeter Lit Fest for a 2 day literary festival on Apr 5th and 6th 2019. Ms. Surman seconded. All were in favor.

**MOTION:** Ms. Corson moved to approve the application for Town Hall facilities use by John Hauschildt of Seacoast Photographers Association for their monthly meeting on 3rd Thursdays in 2019, except July and Aug, from 6 - 8:30 PM. Ms. Surman seconded. All were in favor.

Ms. Surman introduced Steve Leonard of Greenland, representing Epping Road property owner John Shafmaster. The issue of naming the TIF road had come up in the E911 Committee meeting; because that's a road paved with TIF funds, the Committee is asking if the Select Board wants to name that road.

**MOTION:** Mr. Clement moved to allow Mr. Leonard to speak. Ms. Surman seconded. All were in favor.

Mr. Leonard said that Mr. Shafmaster wanted to name it the Ray Farm Road, but the E911 Committee determined that this was too close to other "Farm" roads. Mr. Clement said that many times the E911 Committee suggested specific name changes. Ms. Surman said this had only come up because it's publicly funded through TIF money. Ms. Gilman said they will

have to come to the Board for approval anyway. Ms. Corson suggested that Mr. Shafmaster come up with something else, and added that proper names like “Ray” aren’t allowed either.

Mr. Dean mentioned the TTHM project SCADA software upgrade. The software is sold by TriHedral for \$185,200, and it’s a sole source, so he wanted to make the Board aware. The money is coming through Public Works. Mr. Clement asked if it stayed within the total project cost, and Mr. Dean said yes. No action was needed from the Board.

Mr. Dean said that they also need to update his voting certification for the Health Trust annual meeting.

**MOTION:** Mr. Clement moved to approve the town manager Russell Dean to be the voting member at Health Trust’s annual meeting and to certify that the following is a true copy of the resolution adopted by the governing body of Exeter NH at a meeting held on November 13 2018. Ms. Surman seconded. All were in favor.

#### c. Town Manager’s Report

Mr. Dean has been attending the Budget recommendations committee, the last meeting is the wrap-up and CIP. The Town Offices will be closed November 22nd and 23rd for Thanksgiving, there will be a one day delay on trash pickup. Planning board is conducting a site walk at 12 front street, November 14th at 8:15 am.

Mr. Dean has been in touch with COAST about the bus station, and they are aware of the board’s vote. They confirmed that it will be moved, but they asked if there’s a space on Lincoln Street to accommodate the station. Mr. Clement wanted to have input from Lincoln Street residents. Ms. Corson would like to know how it would impact the project and the park design.

Mr. Dean said they’ve been working on the Housing Board ordinance review. It’s chapter 22 of town ordinances and is also an RSA; it includes the Health Officer, Code Enforcement Officer, and The Town Planner, but not the Town Manager. There are inconsistencies in the wording, so they are working on an updated ordinance.

Finally, Mr. Dean mentioned that tax bills are out and received.

#### d. Select Board Committee Reports

Mr. Clement attended the Exeter Squamscott River local advisory committee meeting. The project at Smith building/George and Phillips has been approved, but since it’s within ¼ mile corridor of the river, they had to come to the committee for review. The committee was fine with it because of its limited scope near the river. The stormwater system is going to flow through the town system, so they recommended that it be maintained properly. Last week, Mr. Clement attended the annual RPC legislative forum, “Growing Younger: Planning to Reverse the Demographic Trends in New Hampshire.” One of the speakers was the former town planner for Exeter, Sylvia Von Aulock, and she talked about age-friendly communities. Tomorrow he will be at the NHMA annual convention; Thursday is the River Advisory committee. He’s also been attending budget meetings.

Ms. Surman said she’d also been attending the budget meetings, and also the E911 committee.

Ms. Corson had one Planning Board meeting, and attended the Housing Advisory Committee meeting. They have two public site walks tomorrow, next door at 8:15 AM to review

a site for 9 condominiums, and another at 9 AM at a site for 22 condos at old Al Rose Shoe building at Winter Street and Rockingham Street. There will be a meeting on Thursday for Rose Farm and the empty lot on Water Street.

Ms. Gilman attended the Heritage Commission meeting. There was a demolition review at 374 Water Street, which she was not able to attend, and the subcommittee recommended a public hearing. After a walkthrough at Rose Farm for several demo requests, they found that most demolitions are appropriate, either old farm buildings or rotted manufactured housing. However, one house has imperfect cast bricks from the old brickyard; there are only two examples of that type of castoff brick facade. The demolition review committee will speak to the owner and developer to mitigate the loss of that structure. There will be a Heritage meeting on Tuesday regarding 374 Water Street.

e. Correspondence

There was a letter from the Assessor at Municipal Resources regarding a lot on Powder Mill Road. There was a request for abatement, but this letter expressed the tax assessor's objection.

9. Review Board Calendar

The next Select Board meeting is Monday 11/26/2018.

Mr. Clement mentioned that the Wilson Falls sign had been removed from String Bridge. He said it's a historic marker and he would like it returned. Mr. Dean will work on it.

10. Non-Public Session

- a. There was no non-public session in this meeting.

11. Adjournment

**MOTION:** Ms. Surman moved to adjourn, Ms. Corson seconded. All were in favor and the meeting adjourned at 10:12 PM.

Respectfully submitted,  
Joanna Bartell  
Recording Secretary