

Select Board Meeting
Monday December 3rd, 2018
Town Offices, Nowak Room
Final Minutes

1. Call Meeting to Order

Members present: Anne Surman, Kathy Corson, Julie Gilman, Molly Cowan, Don Clement, and Russ Dean were present at this meeting. The meeting was called to order by Ms. Gilman at 6:50 PM.

2. Board Interviews - Facilities Committee

The Board went downstairs to the Wheelwright Room to interview Peter Lennon, a potential volunteer for the Facilities Committee (Mr. Clement was not present for the interview). The Board reconvened at 7:04 PM.

3. Bid Opening: Water/Sewer Chemicals

Ms. Gilman opened the bids for the Water/Sewer chemicals.

- a. Borden & Remington Corp of Fall River, MA
 - i. Bid item 1, Sodium Hypochlorite, \$1.5860 per gallon
 - ii. Bid item 3, Potassium Permanganate, \$1.9233 per pound
 - iii. Bid item 4, Sodium Hydroxide, \$1.3650 per gallon
- b. PVS Technologies of Detroit, MI
 - i. Bid item 5, Liquid Sodium Bisulfite at \$1.60 per gallon
- c. Monson Companies of Leominster, MA
 - i. Bid item 2, Activated Carbon, \$1.448 per pound
- d. Shannon Chemical Corporation of Exton, PA
 - i. Bid item 3: Potassium Permanganate, \$1.77 per pound
- e. Holland Company of Adams, MA
 - i. Bid item 5, Liquid Sodium Bisulfite: \$1.90 per gallon
- f. JCI Jones Chemical of Sarasota, FL
 - i. Bid item 5, Liquid Sodium Bisulfite: \$1.60 per gallon
- g. Coyne Chemical of Coyne PA
 - i. Bid item 2, Activated Carbon: \$1.0074 per pound
 - ii. Bid item 3, Potassium Permanganate: \$1.6994 per pound
- h. Harcros Chemicals of Nashua, NH
 - i. Bid item 1, Sodium Hypochlorite: \$0.8995 per gallon
 - ii. Bid item 3, Potassium Permanganate: \$1.70 per pound
 - iii. Bid item 4, Sodium Hydroxide: \$1.3596 per gallon
- i. Univar of Morrisville, PA
 - i. Bid item 3, Potassium Permanganate: \$1.945 per pound
 - ii. Bid item 4, Sodium Hydroxide: \$1.3269 per pound.

MOTION: Mr. Clement moved to submit the bids as read to Public Works for review. Ms. Corson seconded. All were in favor.

4. Public Comment

- a. Ms. Gilman recognized the passing of George H.W. Bush.
- b. Ms. Corson thanked the Ring in the Season volunteers.
- c. Ms. Cowan wished a Happy Hanukkah to those who celebrate.

MOTION: Mr. Clement moved to take the Seacoast Grower's sign discussion out of agenda order. Ms. Surman seconded.

MOTION: Mr. Clement moved to allow Dorianne Barr, a nonresident, to speak. Ms. Corson seconded. All were in favor.

Dorianne Barr, a member of the board of the Seacoast Growers' Association, requested that they be allowed to add a post to the existing farmer's market sign at Swasey Parkway, to form an "H" rather than an "L."

MOTION: Ms. Corson moved to approve the new post to make an "H" for the farmer's market sign at the head of Swasey Parkway. Ms. Cowan seconded. All were in favor.

5. Proclamations/Recognitions

- a. There were no proclamations/recognitions other than the ones mentioned previously.

6. Approval of Minutes

- a. Regular Meeting: November 26th, 2018

MOTION: Mr. Clement moved to accept the minutes as written. Ms. Surman seconded. All were in favor.

7. Appointments

Ms. Gilman raised the issue of the Planning Board appointments. Ms. Cowan said she thought they had decided that the alternate could serve as a voting member as needed. Ms. Corson said that nothing was voted on yet, and the Planning Board has asked for a decision. Ms. Surman asked if the Planning Board knows what the Select Board's concerns have been. Ms. Corson said no; she thought it would be resolved by the Select Board by now so she could communicate about it, but Ms. Cowan hadn't been present. Ms. Gilman suggested they put each person forward for approval. Ms. Surman said it should be done by seniority. She felt that when they appoint someone to a board, they know that at some point the appointees are going to be voting, so these people are both approved.

MOTION: Ms. Corson moved to appoint John Grueter as a full member of the Planning Board. Ms. Cowan seconded. Ms. Surman said one person is excluded, and Ms. Cowan said you can nominate anyone. Ms. Surman said maybe they should vote on whether they should vote. Ms. Corson countered that as leaders, they should make a decision. She doesn't assume that an alternate is automatically going to be a full member. Ms. Surman said the Planning Board needs to bring them a single candidate. Ms. Corson said they need the Select Board to make a decision. Mr. Clement said he was uncomfortable voting for one over the other. Ms. Gilman, Ms. Cowan, and Ms. Corson voted yay, and Mr. Clement and Ms. Surman abstained. The motion passed 3-0-2 and Mr. Grueter was appointed as a full member of the Planning Board [term not specified].

MOTION: Ms. Corson moved to appoint Peter Lennon to the Facilities Committee, term TBD at the first committee meeting. Ms. Cowan seconded. All were in favor.

8. Discussion/Action Items

a. Keno Presentation - Charlie McIntyre, Executive Director, State Lottery Commission

MOTION: Ms. Cowan moved to allow Charlie McIntyre of the State Lottery Commission, a nonresident, to make a presentation on the topic of Keno. Ms. Corson seconded. All were in favor.

Mr. McIntyre discussed Keno. The State Lottery Commission requests that the Select Board places the question of Keno on the ballot, to let the voters decide whether Keno should be offered in town. There are 66 cities and towns in NH that allow it. Keno has been live in the state for almost a year. They recently commissioned UNH to do a study of the taverns and bars where it's offered; $\frac{3}{4}$ of owners said that Keno has increased their business. \$25 million is spent in MA by NH citizens playing Keno; this would help recapture that revenue.

Ms. Gilman explained that Keno has been recommended for funding full day kindergarten; a percentage of profits are pooled into the education fund, whether a town approves Keno or not. Mr. McIntyre said the town has to have full day kindergarten in order to take advantage of the fund.

Ms. Gilman continued by saying that Keno will only be used at businesses that serve food and alcohol. The issue of whether Keno playing is allowed in the town's businesses would be on the warrant, placed there either by a legislative body or a citizens' petition. Mr. McIntyre explained how the game is played, and said it's basically like bingo. Ms. Surman asked if businesses from Exeter would approach the Commission to get approval, and added that no businesses have approached the Select Board to date. Mr. McIntyre said that 25% of eligible businesses tend to apply, so out of the 25-26 licenses there will probably be 6 or 7 businesses interested. Mr. Dean said the towns he talked to only had two or three businesses implementing it. He also got the feedback that these businesses are doing better. Mr. Clement said that if the townspeople were to vote to allow Keno, each business would have to submit an application through the NH Lottery Commission. The business pays a \$500 annual fee. Ms. Gilman and Mr. McIntyre explained that 70% of the proceeds goes to prizes, 18% goes back to towns and cities

through Education funds, 8% goes to the host business, 1% goes to Health and Human Services for gambling addiction, and the remaining proceeds are profit for the Commission.

Mr. Clement said that projections of total Keno sales were \$43 million. Ms. Cowan observed that 66 towns have approved Keno 603, and asked how many towns have voted. Mr. McIntyre said about 97, but two voted for their citizens not to vote. Mr. Dean said that the warrant article would not have to carry a recommendation from the Select Board unless they wanted it to. Mr. Clement said that voters deserve to know what the position of the board is. Ms. Cowan said she's happy to let the town decide, but she's not comfortable making a recommendation. Ms. Corson said that the citizens should have a vote, but she would like to give her opinion. Mr. Clement said he's not comfortable going against policy by not making a recommendation on the ballot.

Paul Royal of 3 Pumpkin Circle cautioned the Select Board to consider this proposal carefully. Can the state be trusted to continue to fund education? Once Keno is here, it's here to stay, even if the state decides that the funds are for something else.

Ms. Gilman thanked Mr. McIntyre for his presentation.

b. Municipal Lot Access Proposal for 12 Front Street Project

MOTION: Mr. Clement moved to allow John Lyons, a nonresident, to speak. Ms. Corson seconded. All were in favor.

John Lyons gave a brief history of the 12 Front Street project. He is representing Anne Bushnell, the owner of 12 Front Street, and was accompanied by Cory Belden of Altus Engineering and Betty LaBranche, a real estate advisor. Mr. Lyons said that the project began with the ZBA a year and a half ago, and they got variances to move forward. They then went before the HDC and were given authority to take down a portion of the rear ell of the building. They came to the Select Board in May, prior to going to the Planning Board, to get a sense about whether the Select Board would consider letting the project move forward. At that time, the Select Board wanted the easement to be 20 feet. The board did not vote, but gave the ok to proceed. The project leads then filed a Planning Board application and met with a technical review committee. They appeared before the Planning Board on November 1 2018, and now are before the Select Board again.

Mr. Lyons said that the boards have had a positive view of this project because it's a good project, it benefits the town, and it addresses issues in the housing plan. At the Planning Board meeting, they made a motion to notify the Select Board that the Planning Board does not reject the project, but recommends the applicant satisfactorily address Public Works comment #8 dealing with snow removal in the parking area. Tonight they are asking the Select Board to give them authorization to move forward, then they'll look for actual approval by the Planning Board and work out an easement deed.

Mr. Lyons asked Cory Belden of Altus engineering to speak about the proposed easement.

MOTION: Mr. Clement moved to allow Mr. Belden, a nonresident, to speak. Ms. Corson seconded. All were in favor.

Mr. Belden said that they are proposing to remove only one parking stall from the municipal parking lot. Originally the driveway access from the project's parking lot was 20 feet wide and bidirectional, but the Select Board preferred a narrower drive with one way directional traffic, which would enter from Front Street and exit in the municipal lot. The DPW had concerns about the plowing of the municipal lot, and the project prepared an MOU with the DPW to address these comments. This would extend the easement into the main drive aisle, and the project will commit to having a private snow plow service come through using a smaller pickup-truck-type plow to provide resident access to the municipal lot.

Ms. Surman said that she was concerned that the easement would impede snow removal efforts, since the DPW have stockpiled snow in that area in the past. Mr. Belden responded that the DPW said it can stockpile snow in different areas. If they have to put it in the other corner, they can make it work. One condition that DPW made was that no snow removed from private side should go into the municipal lot. Mr. Lyons said the overnight parking would actually see an advantage from this project plowing, since the DPW usually plows this area last.

Mr. Clement said he would like to have a better understanding of the relationship with the traffic flow pattern of the parking lot by seeing a total view of parking area. He's not sure that parking would not be impacted. Ms. Corson was concerned about the easement going the wrong way in the parking lot, saying there's no way two cars can pass in opposite directions there. Mr. Clement asked why they couldn't increase the width of the driveway in and out of Front Street. Mr. Sharples responded that the driveway is against the property line; to widen it, they'd lose a parking spot on Front Street. Ms. Gilman thought going in and out of Front Street wouldn't be safe. Mr. Lyons said amount of traffic going out wouldn't be significant, since there are only ten units with one vehicle each.

Ms. Corson said giving up a parking space is a big thing. Mr. Lyons countered that you're increasing the tax base and adding new residents to the downtown. Mr. Clement said that a lot of projects have provided benefit that was not at the cost of public property. Mr. Lyons said they're not being given the property, just using it. Mr. Clement said they're losing the parking space. Ms. Corson said the overflow parking will take up further spaces in the public lot. This area makes it easier for DPW to plow; easy means less money. Mr. Lyons said that the DPW is willing to work with us, and the ZBA, HDC, and Planning Board have indicated they like this project. The town gets a lot from this project. Ms. Corson said she'd talked to Jay Perkins at the DPW and he said he'll do what he'll have to do, but Ms. Corson added that that doesn't mean he's happy about it. Ms. Gilman asked about the project's timeline. Mr. Belden said they go before the Planning Board December 20th. If they get Planning Board approval, they will address any conditions and plan to start the project in spring or summer 2019.

Mr. Clement asked about the driveway next door at 14 Front Street, which has a single access in and out for 12 vehicles. Mr. Sharples said it's similar but they wouldn't necessarily design it that way today.

Ms. Gilman said that any 9 unit building downtown will cause the town to lose spaces. It's public parking so the public can park there. This would just be a loss of the one space. She felt the directional flow of traffic in the lot was a concern. Mr. Lyons said that if the board allows them to take the next step, they'd work with town counsel on the language around the plowing before coming back for Select Board approval. Ms. Corson pointed out that it's rare for a technical review to have negative comments like this one, so she had concerns. Both she and

Ms. Surman were not convinced that the issue is solved. Ms. Gilman asked if they would be setting a precedent of taking spaces from the town's parking lots. Mr. Belden said that one of the goals of the Master Plan was to look for opportunities for infill development downtown. Ms. Corson countered that the Master Plan also talks about parking. The Master Plan is general, and it's the board's job to delve into the details.

MOTION: Ms. Cowan moved to allow town counsel to work with Attorney Lyons and property owner to negotiate a deed easement, subject to final Select Board approval. Mr. Clement seconded for discussion. Ms. Cowan said they should move forward, since the benefits outweigh the negatives. She liked the idea of development in town rather than open space. Giving up a parking space is hard, but they need to figure out a more holistic approach to parking in the town, so she's not willing to kill a good project because of one parking spot. Mr. Clement said they're not killing the project, just making them come up with a better solution. Ms. Gilman said that they're looking to infill development where they can, and this proposal least disturbs. Any solution is going to lose a parking spot. Mr. Clement said that it's more than a parking space, it's also moving snow around and changing the flow of the parking lot. Ms. Cowan and Ms. Gilman voted yay, and Ms. Surman, Ms. Corson, and Mr. Clement voted nay. The motion failed 2-3-0.

c. FY19 Budget Recommendations Committee Recap

Mr. Niko Papakonstantis of 11 Little Pine Lane, the chair of the Budget Recommendations Committee, discussed the Committee's review process. They received the general budget and CIP Warrant articles, as well as a list of 10 proposed personnel additions, and there was a thorough discussion. The majority of the committee suggested that next time if there are personnel recommendations they be included in the budget. This year, they thought they had a big picture but then saw an additional \$200,000 salary increase.

There were 11 active members of the committee: David Beavens, Nancy Belanger, Len Benjamin, Mike Dawley, Nick Gray who was vice chair, Bob Kelly, Judy Rowan, Chris Soutter, Corey Stevens, and Tai Chin Tung. In October, they had a general government meeting. There were step increases and health insurance increases. Last year the budget was lower because they had a better rate from health insurance.

There were 10 personnel recommendations. Seven of them the BRC recommended adding to the budget, three they did not. Two were within general government; these were part time positions with no benefits. One was a Human Resources assistant to deal with an inundation of paperwork, and the Committee felt there was a need. The Town Clerk's office has requested a part time assistant town clerk to cover vacation time and future retirements, they felt that also was warranted. In the Police budget, they made minor recommendations, such as reducing patrol overtime and increasing staff overtime based on historical spending. The Fire Department requested three personnel. One was a part time office clerk; the present office clerk has a lot of PTO, and the chief and assistant chief are doing paperwork. This would free the chief up for higher level tasks. The two additional positions were two firefighter EMTs. Last year, they requested two firefighter EMTs, which the BRC did not recommend, but they went on the warrant and were approved. Last year, three firefighters were out on leave. This year, with the

addition of the two firefighters added, they were fully staffed. The BRC unanimously voted not to approve these positions, and take another year before revisiting.

One thing not in the budget or CIP was a Public Safety study. This was discussed last year and they recommended \$50,000, but it was voted down. The BRC recommends that they take another look at a Public Safety study. This would study the building, dispatch, and the question of additional fire station. A public safety study would have a third party vendor come in and give a better understanding of the Fire Department's needs.

The DPW saw an increase in their budget, mostly in solid waste disposal; the Waste Management contract had a 9.1% increase. This was somewhat offset by transfer station fees and a blue bag increase. There was a onetime cost in Solid Waste, a 22% increase, for a replacement well and landfill cap repair. There was a personnel recommendation for Contract Services: \$26,000 for contractors to assist in the cleaning of buildings. The DPW made a compelling argument that contracting these services was more effective than hiring more employees. The BRC 8-1 recommended this funding and the total DPW budget.

Human Services was at \$106,625. Parks and Rec requested two part time positions as well as moving one existing part time position to full time. Parks is looking for two seasonal temp employees, with no benefits, for mowing and parks maintenance from May to October. This would eliminate Contract Services and overtime. The Rec Department also requested that the part time office position be reclassified as a full-time office manager, due to an increase in programming and corresponding admin work. The Rec budget, including the new personnel, was approved 8-2. They voted 7-3 on the total Parks budget including the seasonal temporary employees. The total Parks and Rec budget was \$546,028, voted 7-3.

In Water and Sewer, the new wastewater treatment plant will be operational in 2019, so there are significant increases in building maintenance, chemicals, and lab testing. Mr. Kelly and Mr. Papakonstantis as the Water and Sewer subcommittee recommended most items to the BRC. There was one personnel recommendation, a 5th sewer operator, but the Committee wanted to hold off a year to see how everything levels out, and consider advertising for it in 2019, since it may be difficult to find a qualified candidate. They also recommended reducing the Software Agreement, which they felt was premature. There was an increase in the Water Treatment wages salary for facilitating promotions of senior operators.

Most warrant articles were unanimously recommended. The Rec department had a proposal for \$250,000 for Recreation Park engineering and design, which was voted 8-1. They proposed a Capital Equipment Replacement Fund of \$80,000, in lieu of all equipment in the CIP, which was voted unanimously. There was also a Capital Reserve Fund for \$100,000 in lieu of the projects. This was voted 8-1.

In Parks and Rec and Library, there was a robust conversation. They saw a re-presentation from the library, which has trimmed the project, and they made a recommendation 7-2 for \$4,505,085 for public library renovation. In reviewing what it would cost just to repair and renovate unsafe areas, it would be \$2 million just for a Band-Aid. They should consider future exposures should it not be remedied: issues of safety, health, and mold.

The BRC voted to recommend seven of the requested positions. They voted 7-2 to recommend the General Fund budget of \$19,268,547, which is a 2.3% increase. Mr. Papakonstantis thanked Mr. Dean, Ms. Chester, and the respective department heads and staff for their help, as well as his colleagues on the BRC.

Mr. Clement said that the committee did a great job, but he would like to see the budget as proposed reduced. There has been a significant increase. Looking at the new MS1, taxable assessment went up 1.5%, not a lot of new taxable assessment. Next year, there will be a revaluation of the town. Right now, they're only 81% valued. Everyone's property will be a different value. In the past, the Board has charged Mr. Dean to revise the budget to meet whatever number they chose, so they could do that or walk through it individually. He proposes that the budget be reduced to no greater than \$19 million. Ms. Gilman said that the Budget Committee was very thorough, more so than in other years. She has a lot of confidence in their recommendations. Ms. Cowan said this is a great base to start from. Ms. Corson said the board will make a few tweaks here and there.

Mr. Papakonstantis said that when the BRC subcommittees met, they looked at each individual department's needs, and balanced them against what was best for the town. To cut down to \$19 million would cut out the 7 new personnel. The BRC is careful to scrutinize. People who are performing these tasks need help. They're part time positions, with no benefits. It's a cost-effective way to run the town the way it needs to be run.

Ms. Gilman said in the next meeting they'll go into the details. Mr. Clement raised the issue of the \$50,000 study, which was a failed warrant article. He felt that putting it in the budget in disingenuous; it should go on the warrant again. Ms. Corson said if it goes on the warrant again, they have to be clear what they're asking and emphasize the importance of it. Ms. Gilman suggested that the board members do a PSA about warrant articles.

Paul Royal of 3 Pumpkin Circle said that when you get down the list of warrant articles, the voters are not looking at the details. He looks to the Select Board and BRC to be more educated about the details. It may look like you're going against the will of the voters, but taxpayers count on the board to make hard choices. Mr. Clement said putting it on the warrant is the honest way. Mr. Papakonstantis said that there was discussion about putting the \$50,000 study on the budget, but they actually recommended it as a warrant article, not in the budget.

Hope Godino and Anthony Mento were present to discuss the library proposal. Mr. Mento said that SMP was hired by the library to do an analysis of the deficiencies in the library building. Their first design concept in 2015 solved all issues and added a very large meeting space outside the footprint of the building. This was judged to be too aggressive and too costly. The next year, they redesigned and simplified, and came up with a design that still fixed all issues and upgraded the structure with a larger addition of two stories, as well as a river walk from String Bridge to the park. It came to the community in 2017 but didn't meet the 2/3 majority vote required. This year, they regrouped and simplified. They will still make a major renovation, fix the leaks, add additional space for children's area and adult reading area, and create a mix of meeting rooms. Their proposal will stay within the existing footprint.

Last year their proposal was \$5,049,755, and it did not pass. This year, the same project as proposed would be \$5,505,447, due to an increase in construction costs. Now that they've simplified the design, the cost is \$4,480,885. This includes 10% construction contingencies. There's a simplified floor plan, a new entrance, an enlarged children's area, a renovated lower level, updated bathrooms, an enlarged craft area, and an enclosed balcony which would serve as a parent's quiet area.

Currently, the library's rear entry is under the parking structure; there would be a new entry, which would be less dark and more exposed. There are three rooftop unit balconies that

leak, and a “bathtub” pyramid roof which hides the mechanicals that leaks. The windows leak and the exterior is not well insulated, and this corrects those issues. On the level above, there’s an adult room renovation. They’ll address the leaks, repair moisture issues, add new finishes and new lighting, and put roofs over patios that will shed moisture away from the building. The balcony will become five different meeting rooms, the largest of which can be divided. There’s a newly created flat roof with mechanical units and new heating and air conditioning for the whole space. The Library Trustees chose to pull the Riverwalk from the budget proposal, and the Friends of the Library are fundraising for it.

Ms. Godino said that the building is 30 years old. This is a very library-oriented town. Originally, people came in to get a book or magazine and leave. Now they sit around, visit with a friend, bring kids and spend hours, or participate in a program. They need to bring the library from the 1980s to 2018. The library they have now doesn’t fit what people are looking for, and they must move forward.

Mr. Clement observed that with the new proposal, they don’t gain square footage. He asked if 10 years from now they will need more room. Ms. Godino said that this proposal is looking at current and future needs, and solves things for the next 20 years.

Ms. Cowan said she doesn’t want to not have a project that passes. This will address the physical safety of the building. Ms. Godino said that this will make the building tighter, improve the insulation, and save on heating costs. This way, at least the building you’re going to expand in the future is in good condition. Ms. Surman said she was against the project last year but this year’s design is far superior, they had really listened to the Board’s concerns.

9. Regular Business

a. Tax, Water/Sewer Abatements and Exemptions

There were no Tax, Water/Sewer Abatements and Exemptions at this meeting.

b. Permits & Approvals

Ben Anderson of 66 Newfields Road, the president of the Prescott Park Arts Festival, spoke about their Holiday musical “Miracle on 34th Street.” PPAF’s mission is about accessibility of the arts and culture. Their ticket price is lower than average holiday production, and they fundraise to be able to distribute tickets to families in need, working with Chamber. This costs the organization \$30,000, and as a nonprofit, they’re looking for ways to raise money. Mr. Anderson requests they be allowed to serve alcohol. They hold a license from the state and liability insurance of \$5 million where only \$3 million is required.

Mr. Dean said everything in the application is complete; this would be a motion for a one day malt wine license.

MOTION: Ms. Surman moved to approve the one day malt and wine license application of Prescott Park Arts Festival for December 7, 8, and 9 and 14, 15, and 16. Ms. Cowan seconded. Mr. Clement voted nay and the motion passed 4-1-0.

MOTION: Ms. Corson moved to approve Nancy Belanger for use of town facilities on February 16th for the Housing Advisory Committee and Workforce Housing Coalition of the Greater Seacoast from 10:30 to 12:30. Ms. Cowan seconded. All were in favor.

MOTION: Ms. Corson moved to approve the event application for Seacoast Area CROP Hunger Walk on Oct 20 2019, using Swasey Parkway. Ms. Cowan seconded. All were in favor.

MOTION: Ms. Corson moved to approve the event application for Swasey Parkway for the American Independence Festival on July 13, 2019. Ms. Cowan seconded. Ms. Gilman pointed out that some of the aspects of the application, such as alcohol service, are not on town property. Ms. Corson asked if they should approve and strike that off of the application, and Mr. Dean said yes.

MOTION: Ms. Corson move to approve the event application for Saturday, July 13, 2019, and strike the alcoholic beverages from the event checklist on page 2. Ms. Cowan seconded. All were in favor.

c. Town Manager's Report

Mr. Dean said that Thursday is the holiday drop-in party from 4:30 to 6 in the Art Gallery. They're partnering with Shooters to provide food and nonalcoholic refreshments. The Health Trust annual meeting is Thursday. They're putting together year end encumbrances for the end of the fiscal year. There's continuing TIF road work, they're moving utilities and continuing with the water main. That project will go through December, wrap up by Christmas, and return in spring.

d. Select Board Committee Reports

Mr. Clement attended a meeting of the Exeter Squamscott River Local Advisory Committee. They heard that the state will be paving the section of Court Street/108 to Crawford Ave in 2019. Mr. Dean asked if they could have a bike lane. Mr. Clement said that Wright-Pierce came before them to discuss the Shoreland Act in relation to the new sewer forcemain on Newfields Road. The Committee strongly recommended to the state that whatever storm drainage was done should improve the water quality by treating the stormwater.

Ms. Cowan said that her meetings start tomorrow and Friday.

Ms. Corson said there's a Planning Board meeting this week on Rose Farm and the former Alrose Shoe. The first Communications Committee meeting is on Thursday morning at 8:30.

Ms. Surman said there's an E911 meeting tomorrow.

Ms. Gilman said that the HDC put a letter of intent to apply for a grant for a historic preservation chapter of the Master Plan. This requires a 60/40 match which not yet in the budget

Mr. Clement mentioned that there's a Historical Society open house tomorrow night.

e. Correspondence

i. A thank you note from the Exeter Historical Society.

10. Review Board Calendar

At the December 17th meeting, they'll discuss budget and their Water/Sewer abatement policies.

11. Non-Public Session

There was no non-public session in this meeting.

12. Adjournment

MOTION: Ms. Cowan moved to adjourn. Ms. Surman seconded. All were in favor and the meeting adjourned at 10:18 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary