

Select Board Meeting  
Monday March 20, 2023  
7 PM  
Nowak Room, Town Offices  
Final Minutes

1. Call Meeting to Order

Members present: Julie Gilman, Molly Cowan, Dan Chartrand, Niko Papakonstantis, Nancy Belanger, and Town Manager Russ Dean were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Swearing In

Town Clerk Andie Kohler swore in Nancy Belanger and Dan Chartrand as Select Board members. Ms. Kohler asked that any other elected officials stop by her office during business hours for swearing in.

3. Select Board Officers

**MOTION:** Ms. Cowan moved to re-appoint Mr. Papakonstantis as Chair. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to re-appoint Ms. Cowan as Vice-Chair. Ms. Gilman seconded. The motion passed 5-0.

**MOTION:** Ms. Belanger moved to re-appoint Ms. Gilman as Clerk. Mr. Papakonstantis seconded. The motion passed 5-0.

4. Bid Recommendation - Parks and Rec

- a. Parks and Rec Director Greg Bisson said they'd like to move forward with hiring Yeti Landcare. They do quality work and put in the lowest bid at \$25,800.

**MOTION:** Ms. Belanger moved to award the bid for 10 Hampton Road renovation project to Yeti Landcare at \$25,800 and authorize the Town Manager to sign any corresponding contract. Ms. Cowan seconded. The motion passed 5-0.

5. Public Comment

- a. There was no public comment at this meeting.

6. Proclamations/Recognitions

- a. There were no proclamations/recognitions at this meeting.

7. Approval of Minutes

- a. Regular Meeting: March 6, 2023

**MOTION:** Ms. Gilman moved to approve the minutes of March 6, 2023 as presented. Ms. Belanger seconded. Mr. Chartrand abstained, as he was not present at the March 6 meeting. The motion passed 4-0-1.

8. Appointments

- a. There were no appointments made at this meeting.

9. Discussion/Action Items

a. Community Power Implementation

Community Power Aggregation Committee member Stephanie Marshall, who was present remotely via Zoom, gave an update on the launch of Exeter Community Power. Last week the rates for community power were revealed and they are a 39% decrease from the current Unitil default rate. We wanted to make things simple to understand in order to build trust in this program. We sent a document to residents with the first water/sewer bills, but we did not know the rates at the time. There will be two more updates sent. Last week at Town Meeting, we did have the rates, and gave out a handout. Darren Winham sent an email to businesses in town explaining the program. Notification letters from Unitil will be sent to all Unitil Customers next week. There will be a 30 day window to opt out or “opt up”, but there’s no action needed to stay in. There will be a public information meeting on April 5th at 7PM. The new rate will appear on the bills in May. Net metering and solar panel customers won’t be automatically enrolled, but we’re hoping to address those customers in the future. Some money will be set aside as reserve funds for innovative projects like solar. She added that Board members and town staff should refer questions from the public to the Community Power Coalition which has the expertise to answer.

Mr. Chartrand said he received the email from Darren Winham and it was very effective.

b. Quarterly Financial Report

Finance Director Corey Stevens gave an update on the 2022 financial results. The year was stable, with revenues that were healthy and not too many major challenges. Staffing challenges led to turning back some lines. The General Fund was stable. Revenues were higher because of Motor Vehicles, Meals & Rooms tax, and a one-time State contribution to pension costs. Expenses were mostly in line. In the Water Fund, revenues were slightly below budget expectations but were balanced with spending below expectations due to staffing challenges. There was a net income of \$12,000 in the Water Fund for 2022. The Sewer Fund had a robust year, assisted by State Aid Grants of \$1.37M to offset debt service for WWTP. Operating Revenues were \$187,000 above budget expectations. Staffing shortages were a problem in Sewer Operations. There was net income of \$1.76M in the Sewer fund, or \$376,000 without the SAG grant.

For General Fund revenue, property tax invoicing was at \$56.9M. The town’s portion was \$14.9M. \$1.87M of that was retained by the TIF district. 94% of FY22 property taxes were collected by year end, compared to 97% in 2021. Much of the rest was paid shortly after the beginning of the year. Motor Vehicle

revenues came in above budget, at \$3.2M collected. They were down \$24,500 from 2021. Building and permit fees were \$297,000 collected, or 74% of the budget. The town issued more permits in 2022 than 2021, but the estimated construction costs were 63% of those in 2021. For State Revenue Sharing, there was a one-time contribution of \$93,000 towards retirement costs. Meals and Rooms Tax was \$1.42M collected, or 126% of budget. This was an increase of \$290,000 over FY21. Income from Departments was in line with budget expectations. The decrease was due to an insurance surplus in 2021. Misc Revenue was \$84,000, over budget expectations. There were \$72,000 in unused bond proceeds from the 2019 bonds. Transfers from the Revolving Funds were \$342,000. EMS transferred 95% of fund balance or \$178,000, Sick Leave transferred \$177,000, and Snow and Ice transferred \$87,000 to cover costs as discussed at a previous Select Board meeting.

General Fund Expenditures were \$19.7M or 97% of budget for 2022. There were \$330,000 in encumbrances. Departments continue to struggle with staffing vacancies. General Government was \$986,000 spent, or 99% of budget. HR expenses were 80% spent. The Wages and Benefit lines were underbudget by \$25,000 due to staffing changes. Legal expenses were \$93,000 or 117% of budget. The Finance group was \$957,000 spent or 93% of budget. Financing was \$329,000 spent or 93%. Wages and Benefits was 95% spent. IT expenses were \$290,000 spent, or 92% of annual budget. Tax Collection expenses were \$90,000 or 89% of budget. Due to turnover of the Deputy Tax Collector position, there was a \$7,000 savings. The Planning Group was \$507,000 or 89% spent. Planning was \$250,000 or 93% spent. Part time wages were below expectation by \$12,000. Inspection was 87% spent; the Department is still seeking a part time Electrical Inspector. Police were \$3.88M spent or 99%. Police Administration was \$899,000 spent, or 103%. Wages were over by \$16,000 with the addition of one new staff member. Retirement was over by \$16,000. Staffing was \$566,000 spent or 89%, with one open position. Patrol was at \$2M, or 101%. Communication had one open dispatch position, and were 90% spent. The Fire Department was at \$3.9M spent, or 99%. Fire Suppression was \$3M or 98%. There were several vacancies and retirements/resignations. Wages and benefits were 4% below expectation for the year. Public Works had staffing challenges, and were \$5.2M spent, or 91%; spending increases to 96% when we factor in a paving encumbrance and the new labor contract. Administration was \$363,000 spent or 82%. Due to the open Assistant Engineer position, they were \$89,000 under budget. Highways and Streets was at \$1.7M or 80% of budget. There was a \$330,000 paving encumbrance, with the total spending at 95%. Highway had staffing shortages and turnover. Wages were at 91%, or \$63,000 under. Health and Dental were \$30,000 under. Snow Removal was over by \$87,000 due to salt price increases and labor costs, which we took from the Snow & Ice Deficit Fund. Wages and benefits were below budget by \$82,000. Building Maintenance spending was 111%, due to electrical issues at the pool house, plumbing issues with Town Hall, and repairs to the overhead doors at the

DPW complex. Utility costs were 92%, or \$14,600 under. Welfare was at \$131,000, an increase of \$35,000 over 2021. There was outside assistance of \$30,000, and deficit spending of \$24,700.

Mr. Papakonstantis asked if we should increase the budget line for Welfare. Mr. Stevens said they should have that conversation with Pam McElroy and the Town Manager.

Mr. Stevens continued with the budget report. Parks and Rec was at \$487,000 spent, or 92% of budget. Rec expenses were \$371,000 or 95%, and Parks were 86%. Staffing vacancies and turnover led to wages being under by \$37,000. The Public Library was at \$1.05M, or 94% of budget. Debt Service for Capital projects increased by \$11,000: there was new debt service of \$96,000 and retiring debt of \$85,000. Payroll benefits and taxes were at \$505,000, or 124%. There were health insurance buyouts and sick leave buyouts in excess of budget. There was a net operating income of \$1.61M, compared to \$1.88M at the end of 2021. There were \$329,000 of paving and warrant appropriations, for a net income of \$944,000. The Select Board approved a \$1M turnback. The projected tax rate setting fund balance was \$4.5M.

Mr. Chartrand asked about trends in open positions being filled during the first quarter of 2023. Mr. Stevens said there has been some movement. They're still struggling in DPW. Mr. Papakonstantis asked for an update from Melissa Roy on open positions at the next meeting.

Mr. Stevens continued with the report. The Water Fund net income after encumbrances was \$12,000. They had an operating income of \$4.16M, which was 98% collected. This was a 6% increase over 2021 but short \$92,000 against budget. Water consumption was 97% collected. This was offset by water service charge and impact fees, which were \$32,000 over. Expenses were \$3.98M or 94% of budget. Staffing shortages played a role in underspending. Some maintenance and utility lines were underspent. Water Fund debt service increased by \$60,000. Water Fund Capital Outlay was spent out. Water Fund net income was \$172,000, vs 382,000 at the end of 2021. The projected fund balance was \$1.39M. The Sewer Fund had revenue of \$8.95M or 121%, a 30% increase over 2021. The State of NH resumed the State Aid Grant Fund, paying \$1.37M to the Sewer Fund. \$1.078M in additional aid is predicted for 2023. The Sewer Impact was \$187,000 over budget. Operating expenses were \$6.8M, or 92%. Sewer Operations had staffing challenges. The Sewer Fund Debt service had a \$227,500 increase. The Sewer Fund Capital Outlay was spent out if you include the encumbrances. The net operating income was \$2.13M compared to \$291,000 in 2021. The total net income was \$1.763M. The unassigned fund balance was \$5.08M.

The CATV Fund used \$10,800 of fund balance to cover operating deficits, which was a bit better than in 2021. Going forward, the increased flexibility on the rate from the town warrant will get us on solid footing. CATV Fund balance was \$136,700. The Rec Revolving Fund had revenue of \$672,000, or \$206,000 above budget. Expenses were \$627,800, or \$226,000 above budget. Wages,

Taxes & Benefits were \$206,000 above budget due to program participation increases and increases in pay rates for summer help. General Fund expenses were \$152,000 over budget. The Rec Revolving Fund balance was \$209,500. In the EMS Revolving Fund, the call volume increased, with an increase of 44% in accounts billed. EMS revenue was \$627,300 or 116% of anticipated. Expenses were \$360,000 or 96% of budget. This fund contributed \$178,000 back to the General Fund. The EMS Fund Balance was \$276,000.

Ms. Belanger asked Mr. Stevens to explain collections at year end. Mr. Stevens said property tax was 94% collected, compared to 97% at the end of 2021. There was \$3.49M in property tax outstanding at the end of 2022. \$1.077M in property taxes due were paid shortly after end of year; if this revenue had come in before year end, the collected percentage would have been 96%.

Mr. Papakonstantis asked about the recent national banking challenges. Mr. Stevens said we bank with two mid-size banks, Citizens for operating funds and capital projects and TD Bank for investment funds. Both have relationships with a NY Bank, BNY Mellon, and that bank holds all of our uninsured deposits over \$250,000. We have lines of credit and collateral with Bank of New York. In the event our local partners couldn't provide us with funds, we can submit a request directly to BNY. They're a large national bank and are in good shape.

c. Squamscott River Siphons Update

Town Engineer and Interim DPW Director Paul Vlasich gave an update on the Siphons project. The removal of the drill rods was delayed by the snow storm, but will be done tomorrow. We could have put a sleeve from the mill side of the river to push existing drill rods from the other side, but the consultants didn't think that would work and it had a steep price tag, so we eliminated that option. Tomorrow, the contractor, subcontractor, consultants, and subconsultants will look at the drill rods where they were broken. There is a chance the break happened close to the driller and an excavation could happen to make a repair. There's no guarantee. Tomorrow we'll find out. We'll be doing a forensic exercise on what caused the break. The funds the contractor has received were for the initial mobilization to the site, they haven't gotten a paycheck since. Our design consultants have gone over a change order request through Feb 16 for \$716,635. We're looking for a design waiver for two barrels instead of standard 3.

Mr. Chartrand asked if there's sewage from Portsmouth Ave that's going through this siphon, or just the Jady Hill neighborhood. Mr. Vlasich said the volume of sewage is around 35% of the total flow in town, somewhere around 400,000 gallons a day. It's not just Jady Hill. It's not the Hospital, their sewage goes to High Street.

Mr. Vlasich said the ledge was a surprise based on existing data. If they'd done extra borings, they still could have missed this ledge. The consultants wouldn't want to do these test borings right over the line of the pipe because of the possibility of the lubricant escaping into the river during drilling.

d. Senior Resource Guide

Parks and Rec Assistant Director Dave Tovey presented the Senior Resource Guide final draft. He started working on it since last summer after the Age-Friendly Community Survey the town conducted with RPC and Meals on Wheels, thanks to a grant from the AARP. This was similar to a 2019 survey on Exeter age-friendly living. The two major themes were transportation and information sharing. The Senior Resource Guide will be available through the Town Offices, at the Library, online, and at events. We're hosting a Senior Resource Fair on April 19 at Langdon Place.

Ms. Belanger asked if people will be notified of updates to the guide. Mr. Tovey said yes. Ms. Gilman suggested adding an issue date. Ms. Cowan suggested adding a QR code. Mr. Tovey said he will add a QR code and issue date.

Ms. Gilman asked about transportation. Mr. Tovey said that will be the next topic for the Senior Council.

e. Seasonal Wage Rates - Parks and Rec

Parks and Rec Director Greg Bisson said in 2022, Rec was faced with a challenge of getting staff. We employ mostly high school and college kids. Our wages were way behind. We made slight adjustments but fell even further behind. We can't run programs without quality employees. He's proposing an increase. There is a proposed 8 step pay plan. He added that we have only had 2 employees over the last 20 years that have worked for Rec for more than 10 years. There are 185 staffers. For the CIT [counselor in training] positions, which are typically high schoolers, in the past we relied on "legacies" or former summer campers. Covid took that away. We've just started re-establishing the CIT program. Our staff-to-camper ratios are below what most municipalities do. Some are 15:1, we're 10:1 or lower. Staffing the pool is even more difficult than camp. David Tovey became a lifeguard instructor so he can now teach lifeguards in-house. Not one pool staff member returned from pre-Covid. We brought back swim lessons. Proper staffing is 4 guards on at all times. The Concession people are checking IDs and collecting money, as well as serving a lot of snacks. We sold \$45,000 of concessions in 2022. All programs are still priced to be affordable, but we can't go back to pre-pandemic prices. We need to make adjustments to attract and retain quality candidates. These counselors make an impact on kids. Our new Parks and Rec Coordinator is interviewing new staff, as well as talking to outgoing staff to see how we could have retained them better.

Mr. Chartrand said schools are a big way that we build community, and this is another way to connect citizens to our town. Some kids will come back to this town and be citizens. This is important to build community. This is not just about recreation.

**MOTION:** Mr. Chartrand moved to accept the pay scale as presented. Ms. Belanger seconded. The motion passed 5-0.

f. 2023 Town Election Recap

Mr. Dean said in the Town Election, there were 1,630 voters. For the Bond Articles, the Police Station/Fire Substation did not pass. It had 57.1% in favor, but it had a 60% threshold. Westside Drive passed with 67.8% in favor. The Pine Street Intersection Improvement passed with 61.5%. The Solar Array project increase of \$1.6M passed with 71.8%. The Groundwater Project \$500,000 increase passed with 79.5%. The Court Street Pump Station improvements passed with 84.9%. Overall it was a successful vote. The Operating, Water, and Sewer budgets passed by large margins. The following articles all passed: the Vector Truck replacement with 71.1%, Sewer Rehab with 77.2%, Linden Street Bridge with 74.3%, the Sidewalk Tractor with 68.9%, the Parks Improvement Fund with 75.7%, Customary Sick Leave Expendable Trust with 75%, Highway Truck #5 replacement with 78.6%, the DPW Garage Design with 67%, the Downtown Area Parking and Traffic analysis with 65.3%, the Conservation Fund with 77%, the Snow and Ice Deficit Fund with 78%, the FD Hybrid Explorer with 72.6%, the ADA Plan implementation with 73.5%, the Town Hall Revolving Fund Article with 74.9%, the Swasey Parkway Expendable Trust Funds Transfer with 83.5% in favor, the Town Treasurer change to an appointment with 63.1%, the CATV Fund amendment with 74.6%, and the readoption of a Veteran's Credit with 91.7%. Both Citizens Petitions, the Swasey Parkway and Single Use Plastics articles, passed.

Mr. Papakonstantis said the Public Safety Complex not passing is disappointing, but it didn't fail by much. He still believes in that project. Overwhelmingly the voters were behind our initiatives and warrant articles. Ms. Belanger said she would have appreciated more people getting out to vote. Ms. Cowan asked why we went ahead with the town elections. Ms. Gilman said we're a cooperative school unit, so that part of the ballot can't be voted on unless all communities vote. All six towns had to hold the elections on the same day. Mr. Papakonstantis said the weather report changed, it wasn't supposed to snow until 3 PM. Mr. Chartrand said we pushed a vote back in 2017 and the results weren't good; it might have been the worst turnout ever. He added that the Academy is always on vacation when we vote. Are we required to have town meeting on that day under SB2? Mr. Dean said yes, it's always the second Tuesday of March.

Mr. Papakonstantis said there was a question about the Swasey Park Citizen's Petition. The warrant article in 2022 passed contingent on the Attorney General and Charitable Trust recommending it to probate court, which they did, and a judge issued a decision. How does the citizen's petition fare compared to the warrant article in 2022? Mr. Dean said that Town Counsel's opinion was that since the road discontinuance process was complete, the voters' support of the Citizen's Petition on March 15th has no legal effect. Mr. Papakonstantis asked if case law was cited, and Mr. Dean said no but he can ask Legal Counsel to specify. Ms. Belanger said we should encourage people to ask questions, perhaps with Town Counsel present.

Swasey Parkway Trustee Dwane Staples [who submitted the Citizen's Petition] said he doesn't have questions. He will wait for the Board to check with counsel. He feels that the article was specific.

- g. Select Board Reps to Boards and Committees
  - Planning Board - Nancy Belanger, Dan Chartrand Alternate
  - Rec Advisory - Ms. Cowan, Ms. Belanger Alternate
  - Conservation Commission - Ms. Belanger, Mr. Papakonstantis alternate
  - Heritage Commission - Ms. Gilman
  - HDC - Ms. Gilman
  - RPC - Ms. Gilman
  - Swasey Parkway Trustees - Mr. Papakonstantis, Mr. Chartrand alternate
  - Communications Advisory - Ms. Cowan, Ms. Belanger alternate
  - Energy Committee - Ms. Gilman, Mr. Papakonstantis alternate
  - Facilities Committee - Mr. Chartrand, Ms. Gilman alternate
  - Housing Advisory Committee - Ms. Belanger, Mr. Chartrand alternate
  - River Advisory Committee - Mr. Papakonstantis
  - Sustainability Advisory Committee - Mr. Chartrand, Mr. Papakonstantis alternate
  - Water/Sewer Advisory Committee - Ms. Cowan
  - Tree Committee - Mr. Papakonstantis
  - Arts & Culture Advisory Commission - Ms. Gilman

#### 10. Regular Business

- a. Tax Abatements, Veterans Credits and Exemptions

**MOTION:** Ms. Gilman moved to approve an Intent to Cut for 56/3/1, 47/7, and 47/6. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve a Disability Exemption for 104/35, 65/10, and 32/12/24 in the amount of \$125,000 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve an Elderly Exemption in the amount of \$236,251 for 85/89/14, 74/19, 73/57, 65/11, 63/102/21, 95/88, 104/79/125, 95/64/301, 96/3, 104/79/133, 13/6, and 68/6/227 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve an Elderly Exemption in the amount of \$183,751 for tax year 2023 for 63/102/54, 27/6, 87/18/43, 55/13, 65/125/10. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve an Elderly Exemption in the amount of \$152,251 for tax year 2023 for 95/64/322, 95/64/117, 104/79/614, and 63/188, 95/64/318. Ms. Belanger seconded. The motion passed 5-0.



**MOTION:** Ms. Gilman moved to deny an Elderly Exemption for 104/79/115 and 61/6. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve a Solar Exemption for 82/33 in the amount of \$6,000 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve a Solar Exemption for 52/108 in the amount of \$66,000 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve a Solar Exemption for 95/70 in the amount of \$11,000 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve an Abatement for 95/64/382 in the amount of \$2,246.22 for tax year 2011; \$2,506.05 for tax year 2012; \$1,266.64 for tax year 2013; \$2,070.36 for tax year 2014; \$1,660.59 for tax year 2015; \$1,582.96 for tax year 2016; \$1,445.15 for tax year 2017; \$1,210.39 for tax year 2018; \$1,256.88 for tax year 2019; \$1,169.75 for tax year 2020; \$1,026.61 for tax year 2021; and \$878.19 for tax year 2022. Ms. Cowan seconded. Mr. Chartrand asked what this is. Mr. Dean said this is a manufactured home that the park has taken a writ of possession on. The motion passed 5-0.

**MOTION:** Ms. Gilman moved to approve a Land Use Change Tax for 13/1 in the amount of \$150 for tax year 2023. Ms. Belanger seconded. The motion passed 5-0.

b. Permits & Approvals

Mr. Bisson said he's gathering quotes for potential projects with the Parks Improvement Fund. Some are spring-dependent. In 2018, we replaced Town Docks with EZ Dock system, but we reused the gangway. We've had problems with the gangway from people who are using the dock system, it is a safety hazard. We need to replace the gangway. EZ Dock is the source, and FWM Docks in Londonderry would be the supplier. The cost is \$6,581.36.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$6,581.36 from the Park Improvement Fund to purchase a new aluminum gangway from FWM Docks in Londonderry NH to be installed at the town docks. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said softball field laser leveling is required every 3-4 years. These are heavily used fields, and a lot of material disappears. The Dura Edge engineered infield mix has been phenomenal. It needs to be re-levelled for safety and correct slope. Dura Edge only allows qualified contractors to do this work.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$4,700 from the Park Improvement Fund to purchase 45 tons of Dura Edge infield mix from Dura Edge to be installed at the softball fields at the Recreation Park at 4 Hampton Road, to further allow the Parks and Rec Department to expend \$2,300 from the Park Improvement Fund to purchase 2

pallets of Dura Edge Pro Slide from Pioneer Athletics to be used at the softball fields at the Recreation Park at 4 Hampton Road, and to further allow the Parks and Rec Department to expend \$7,800 from the Park Improvement Fund to contract with Organic First to spread and laser-grade the Dura Edge products at the Recreation Park at 4 Hampton Road, for a total amount of \$14,800. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said the next request is the installation of a conduit at 4 Hampton Road. We currently have a private fiber line which is not adequate. We're at capacity. The fiber is on the pole for the town already. Parks and Rec does a lot of sales, monitors filters remotely, and uses cameras for security. We need more cameras to monitor everything. We're also working with the FD to install AED boxes at the Rec Park year-round that will be wired-in. The conduit will cost \$7,200. Only one vendor responded, Days Landscaping.

Dwayne Staples of Ashbrook Road asked if you can run irrigation using a phone program. Mr. Bisson said the irrigation box is on the other end of the park, so not at this time. We could do it via wifi from 10 Hampton Road.

**MOTION:** Ms. Belanger moved to allow Parks and Rec to expend \$7,200 from the Park Improvement Fund to contract with Days Landscaping to install conduit for the town fiber line at the Recreation Park at 4 Hampton Road. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said this is the year to paint the pool. We now have the staff in-house. Our staff members are familiar with painting pools. This will save the town \$60,000 over hiring an external contractor. It's \$7,600 to purchase the correct paint, Tnemec Paint. We don't want to switch paint brands because in 2010 we had to sandblast and repaint the entire pool. We should get 5-7 years from this paint.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend no more than \$7,600 from the Park Improvement Fund to purchase Tnemec Paint and supplies from the Rider Group Inc for the Daniel R. Healy Pool. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said to finish the ADA requirements for the tennis courts, we're asking for \$4,825 for Contrast Concrete to do both upper and lower pads.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$4,825 from the Park Improvement Fund to contract with Contrast Concrete to complete the concrete pad improvements for the tennis courts at 4 Hampton Road. Ms. Cowan seconded. The motion passed 5-0.

Mr. Bisson said we're looking to do interior door replacement at the Daniel R. Healy Pool. The interior doors are from the 1970s and have been rotting and rusting. This would be for three doors, the two locker room doors and a maintenance door to the water heater, at a cost of \$4,073.40.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$4,073.40 from the Park Improvement Fund to purchase new interior doors for the Daniel R. Healey

bathhouse from CDF Doors. Ms. Gilman seconded. Ms. Belanger asked if those are the original doors, and Mr. Bisson said yes. The motion passed 5-0.

Mr. Bisson said the next request is a box to house our AEDs. These boxes keep the AED cool in the summertime and keep them at a moderate temperature in the winter. It will also take a picture and send a signal to dispatch when the box is open. One will be on the pool building, and we can get a wifi extender and put one on the irrigation shed next to field 3.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$3,000 from the Park Improvement Fund to purchase two AIVIA 300-320 indoor outdoor cabinets with internet, fan, alarm, and optional heater, phone, and imaging. Ms. Cowan seconded. The motion passed 5-0.

Mr. Bisson said we'd like to put a temporary fence between 4, 8, and 10 Hampton Road. There's an existing fence that is falling down. We'd like to replace the fence and extend it, as well as create a temporary fencing system for 10 Hampton Road to keep people from parking on the grass. The cost is \$3,236 for AAA Fence. We're not buying new chain link, we're recycling. This cost is only for labor. We're using 4x4 posts with chain for temporary fencing.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$3,236 from the Park Improvement Fund to contract with AAA Fence to repair fencing between 4 Hampton Road, 8 Hampton Road, and 10 Hampton Road, and install a temporary fence at 10 Hampton Road creating a barrier to keep people off the grass, and further allow Parks and Rec to expend at most \$500 from the Park Improvement Fund to purchase chain and accessories from Lowes to complete the temporary fencing at 10 Hampton Road. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said we had an issue with debris in the lower tennis courts. We've priced out windscreens to prevent that. We just had tree work completed which will also prevent leaves and debris. Pioneer Athletics is the cheapest at \$1.10 per linear foot. It would be \$4,500 for the lower courts.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$4,500 from the Park Improvement Fund to purchase windscreens from Pioneer Athletics for the lower tennis courts at 4 Hampton Road. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said we're putting out information boards. We need to get information out to where people are, such as playgrounds and parks. There will be 3 info boards, double-sided, locked, and scratchproof. One side will be Parks and Rec posters with QR codes. The other side can be for town meetings or events. The posters will be changed out monthly, or every two to three months. The cost is \$5152.28.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to expend \$5152.28 from the Park Improvement Fund to purchase informational boards from Belsen Outdoors for

Park Street Common, Kids Park, and the Recreation Park. Ms. Cowan seconded. The motion passed 5-0.

Mr. Bisson said there is now about \$51,000 left in the Park Improvement fund.

Mr. Bisson said we have surplus equipment: the gangway, a John Deere tractor, and a Spectrum ADA pool lift. The tractor needs a lot of work; it has lost compression, the hydraulics leak, and the bucket is permanently tilted. We would like to put this out to bid. The value is about \$500, and it would cost more than that to dispose of it. The gangway is 28 feet by 4 feet, and has a value of about \$500. The Spectrum ADA Chairlift is 13 years old but was never installed because it was not compatible with our pool. It will need a new battery pack and some rehab. It originally cost \$8,000.

**MOTION:** Ms. Belanger moved to allow the Parks and Rec Department to put out to bid the surplus property included in the memo: the 1999 John Deere Tractor, the gangway, and the Spectrum ADA pool chair lift. Ms. Gilman seconded. The motion passed 5-0.

Mr. Bisson said we received the Energy Assessment grant from CDFR. We will do an energy assessment at a \$3,600 savings, with a \$1,200 expenditure from the renovations warrant article. He needs permission to sign the grant approval rather than the Town Manager.

**MOTION:** Ms. Belanger moved to accept the grant from CDFR for the Community Facilities Energy Assessment Program and further authorize Parks and Rec Director Greg Bisson to sign the letter. Ms. Gilman seconded. The motion passed 5-0.

c. Town Manager's Report

- i. An NHMA Legislative update is scheduled April 5 at Town Hall
- ii. The OmniBallot system was a success at town election. There's a follow-up meeting March 27. We hope to make that a permanent part of the voting process.
- iii. He thanked Public Works for snow plowing during the election
- iv. We're still working on the 149 Kingston Road property. The Executive Director of the Exeter Housing Authority proposed a short-term lease.
- v. Police Body Cameras are almost ready to implement. The PD will come to the Select Board meeting April 3rd to discuss it.
- vi. The PD is holding a citizen award ceremony for Jeff Neil on Friday at 8 AM
- vii. Progress has been made on groundwater. We sent documents to the Academy.
- viii. There's a Water/Sewer Rate study follow-up meeting Wednesday morning
- ix. Mr. Papakonstantis asked for an update on job openings and the DPW Director position when Melissa Roy is back. He's proud that Exeter is the first town to use "All for One" for local voting in NH.

- d. Select Board Committee Reports
  - i. Ms. Belanger attended the polling pad training. The Planning Board meeting was canceled. The Housing Advisory Committee had a discussion with Exeter Housing Authority on the house that might be used. Lindsay Sonnet and she will meet with Dave Sharples about updating the HAC report. Dave Sharples provided next steps for the proposed zoning ordinance update. There was discussion of the potential for tiny homes in Exeter. The Conservation Commission was canceled. She met with Mr. Dean about Helpsy; there are now two bins at the transfer station and at Tuck Learning Center, and one at 10 Hampton Road and 32 Court Street. Mr. Dean will follow up with Dr. Ryan on HS Students doing a Helpsy fundraiser.
  - ii. Ms. Gilman said the Heritage Commission discussed the next grant cycle. They decided to go for further historical survey areas, such as Front Street/Pine Street/Court Street. She also discussed issues at the State level.
  - iii. Ms. Cowan had no report. She mentioned that a resident was thankful that she was able to vote on her own using the OmniBallot service.
  - iv. Mr. Chartrand had no report.
  - v. Mr. Papakonstantis said the Historic District Commission had an extension for Exonion properties, and were invited to comment on the Selco Verizon partnership. It was a short meeting. At the Swasey Park Trustee meeting, Mr. Staples remains Chair and Mr. Thompson Vice-Chair. They talked about the citizen's petition and gave a siphons update. At River Advisory, Paul Vlasich talked about projects and grants he's been working on, and gave a Pickpocket Dam timeline through 2024. The Exeter Reservoir grant was approved.
  
- e. Correspondence
  - i. A copy of Darren Winham's letter re community power rates. Ms. Belanger said this is a good additional way of communicating.
  - ii. Handouts from Ms. Gilman
  - iii. An NHMA Bulletin Legislative Update
  - iv. An email from Superintendent David Ryan
  - v. A letter from Comcast regarding minor service changes effective March 31

11. Review Board Calendar

- a. The next meetings are April 3, April 17, May 1, and May 15.

12. Non-Public Session

- a. There was no non-public session at this time.

13. Adjournment

**MOTION:** Mr. Chartrand moved to adjourn. Ms. Belanger seconded. The motion passed 5-0 and the meeting adjourned at 9:59 PM.

Respectfully Submitted,  
Joanna Bartell  
Recording Secretary