

Select Board Meeting
Monday April 14, 2025
6:30 PM
Nowak Room, Town Offices
Draft Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, Town Manager Russ Dean, and Assistant Town Manager Melissa Roy were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:30 PM.

2. Board Interviews

- a. Barbara Rimkunas for the 250th Celebration Commission
- b. Tom Coakley for the Arts & Culture Advisory Commission
- c. Kathy Corson for the 250th Celebration Commission

The Board reconvened in the Nowak Room at 7 PM.

3. Proclamations/Recognitions

a. Police Department CALEA Accreditation

Chief Stephan Poulin was present to discuss the accreditation. Chief Poulin said the EPD received national accreditation through CALEA. Lieutenant Steve Bolduc took the reins of accreditation manager and did a great job. Only 5% of Police Departments in the US have this accreditation. We're the 8th Department in NH to reach this level. CALEA helps us focus on best practices in Policing.

Representatives from the Police took pictures with the Board members.

b. Officer Stephen Petroski – 40 Years of Service

- i. Mr. Papakonstantis recognized Officer Petroski for 40 years of service with the Police Department. He presented him with a plaque.

c. Arbor Day Proclamation April 25, 2025

Ms. Belanger read the Arbor Day proclamation:

*Whereas, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and
Whereas, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and
Whereas, Arbor Day is now observed throughout the nation and the world, and
Whereas, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and
Whereas, trees are a renewable resource giving us paper, wood for our homes,*

45 *fuel for our fires and countless other wood products, and*
46 *Whereas, trees in our city increase property values, enhance the economic*
47 *vitality of business areas, and beautify our community, and*
48 *Whereas, trees, wherever they are planted, are a source of joy and spiritual*
49 *renewal.*
50 *Now, therefore, the Select Board Chair of the Town of*
51 *Exeter, does hereby proclaim the 25th of April, 2025 as Arbor Day in the Town of*
52 *Exeter, and I urge all citizens to celebrate Arbor Day by supporting efforts to*
53 *protect our trees and woodlands, and*
54 *Further, I urge all citizens to plant trees to gladden the heart and promote the*
55 *well-being of this and future generations.*

56 Mr. Papakonstantis said the Town of Exeter received a 6-year award for
57 being included in Tree City USA. The Tree Committee will be planning an Arbor
58 Day event.

60 4. Public Comment

- 61 a. There was no public comment at this time.

63 5. Approval of Minutes

- 64 a. Regular Meeting: March 31, 2025

65 Corrections: Mr. Chartrand said page 9 of the packet, in the motion for
66 religious exemption, the vote should be 4-1 with Mr. Chartrand voting nay. Also,
67 the resident's name is Derek Wyskiel.

68 **MOTION:** Ms. Belanger moved to approve the minutes of March 31, 2025 as amended. Mr.
69 Chartrand seconded. The motion passed 5-0.

71 6. Appointments

72 **MOTION:** Ms. Gilman moved to appoint Barbara Rimkunas to the 250th Celebration
73 Commission, term to expire 12/31/2026. Ms. Cowan seconded. The motion passed 5-0.

75 **MOTION:** Ms. Belanger moved to appoint Tom Coakley to the Arts & Culture Advisory
76 Commission, term to expire 2027. Ms. Cowan seconded. The motion passed 5-0.

78 **MOTION:** Ms. Gilman moved to appoint Kathy Corson to the 250th Celebration Commission,
79 term to expire 12/31/2026. Ms. Belanger seconded. The motion passed 5-0.

81 **MOTION:** Ms. Belanger moved to reappoint Langdon Plumer to the Planning Board for a 3 year
82 term. Mr. Chartrand seconded. The motion passed 5-0.

84 **MOTION:** Ms. Belanger moved to reappoint Gwen English to the Planning Board for a 3 year
85 term. Mr. Chartrand seconded. The motion passed 5-0.

87 **MOTION:** Ms. Belanger moved to reappoint Mike Wissler to the Recreation Advisory Board for a
88 3 year term. Mr. Chartrand seconded. The motion passed 5-0.

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90 **MOTION:** Ms. Belanger moved to reappoint Jenn Harrington to the Recreation Advisory Board
91 for a 3 year term. Mr. Chartrand seconded. The motion passed 5-0.

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93 **MOTION:** Ms. Belanger moved to reappoint Laura Davies to the ZBA for a 3 year term. Mr.
94 Chartrand seconded. The motion passed 5-0.

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96 **MOTION:** Ms. Belanger moved to reappoint Andrew Koff to the Conservation Commission for a
97 3 year term. Ms. Cowan seconded. The motion passed 5-0.

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99 **MOTION:** Ms. Belanger moved to reappoint Conor Madison to the Conservation Commission
100 for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

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102 **MOTION:** Ms. Belanger moved to reappoint Kyle Welch to the Conservation Commission for a 3
103 year term. Ms. Cowan seconded. The motion passed 5-0.

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105 **MOTION:** Ms. Belanger moved to reappoint Patrica Scott Hall to the Exeter Housing Authority
106 for a 5 year term. Ms. Gilman seconded. The motion passed 5-0.

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108 **MOTION:** Ms. Belanger moved to reappoint Boyd Allen to the Exeter Housing Authority for a 5
109 year term. Ms. Gilman seconded. The motion passed 5-0.

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111 **MOTION:** Ms. Belanger moved to reappoint Bill Campbell to the Heritage Commission for a 3
112 year term. Ms. Gilman seconded. The motion passed 5-0.

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114 **MOTION:** Ms. Belanger moved to reappoint Verity Boyer to the Historic District Commission for
115 a 3 year term. Ms. Gilman seconded. The motion passed 5-0.

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117 **MOTION:** Ms. Belanger moved to reappoint Alan Mangan to the Facilities Committee for a 3
118 year term. Ms. Cowan seconded. The motion passed 5-0.

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120 **MOTION:** Ms. Belanger moved to reappoint Lindsay Sonnett to the Housing Advisory
121 Committee for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

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123 **MOTION:** Ms. Belanger moved to reappoint Terry Harmon to the River Advisory Board for a 3
124 year term. Ms. Gilman seconded. The motion passed 5-0.

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126 **MOTION:** Ms. Belanger moved to reappoint Christopher Zigmont to the Sustainability Advisory
127 Committee for a 3 year term. Ms. Gilman seconded. The motion passed 5-0.

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129 **MOTION:** Ms. Belanger moved to reappoint Jackie Ojala to the Sustainability Advisory Board for
130 a 3 year term. Ms. Gilman seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to reappoint Carl Wikstrom to the Water/Sewer Advisory Committee for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to reappoint Kelsey Dumville to the Arts & Culture Commission for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to reappoint Florence Ruffner to the Arts & Culture Commission for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to reappoint Jeannie Wright to the Tax Exemption and Credit Committee for a 3 year term. Ms. Cowan seconded. The motion passed 5-0.

7. Discussion/Action Items

a. Public Hearing E911 – Meeting Place Drive

Mr. Papakonstantis read the notice of public hearing:

The Exeter Select Board will be conducting a public hearing on Monday, April 14th, 2025 at 7:00 P.M. in the Nowak Room of the Exeter Town Office, 10 Front Street, Exeter, New Hampshire to consider the following proposed recommendation(s) made by the E911 Committee: To change the street numbering on "Meeting Place Drive" accordingly in compliance with Chapter 14 of the Town Ordinance - Assigning Street Names and Numbers, and as depicted on the attached map dated 6/11/24.

MOTION: Ms. Belanger moved to open the public hearing. Ms. Cowan seconded. The motion passed 5-0.

Ms. Cowan said she would like to move to table this discussion. We are not in a position to have this happen. There is a lot of uncertainty. We hope to work with all of the residents to ensure that we have everyone's contact information. This is a matter of safety and security.

MOTION (not voted): Mr. Chartrand said in light of the motion to table this, he moves to close the public hearing. Ms. Belanger seconded for discussion. Mr. Chartrand said this is not the right time to take this up. Mr. Papakonstantis said if everything stays status quo for now, it's right that a motion be made to close the public hearing.

MOTION: Mr. Chartrand made a motion to close the public hearing. Ms. Belanger seconded. Mr. Papakonstantis said this would mean everything would stay status quo for the time being. We had a public hearing in the fall and the testimony is still fresh in his mind. It's not that we're not interested in what residents have to say, we've heard what you have to say. Ms. Cowan said she doesn't want documents flying through the mail right now or to require something we cannot guarantee. Mr. Papakonstantis said if the public hearing is closed we can still take questions from residents. The motion passed 5-0.

MOTION (not voted): Ms. Belanger moved to open the public hearing. Mr. Chartrand said he didn't think that was necessary. There was no second. Ms. Belanger withdrew her motion.

176
177 Robin Patria of 6 Meeting Place Drive said she's done more homework. Mr.
178 Papakonstantis said we tabled this discussion in the Fall because of the elections
179 coming up. The Board promised to give residents advance notice. We reached out to the
180 property manager for names and addresses to send certified mail, but they would not
181 release the names and addresses. Mr. Chartrand said we need a mailing list of everyone
182 who lives in that property.

183 Bernadette Murphy of 6 Meeting Place Drive said we need to find out if legally we
184 can hand over addresses. Her question is if you're tabling the motion, are you going to
185 discuss the time period? Mr. Papakonstantis said if a motion is made to table the
186 discussion we will not discuss it until there's another public hearing.

187 Eileen Hall of 4 Charity Circle, whose son is an Avesta resident, said she
188 discussed this with Doug Eastman and Emergency Services. There's a data operations
189 liaison. If someone calls and says 3 Meeting Place, then another field could pop up that
190 would be the E911 address. Then residents wouldn't need to change their address. The
191 New Hampshire Emergency Services and Communications has information technology.
192 Deputy Chief Fritz said he's not aware of the software she's referring to. Mr. Chartrand
193 said questions like this are why we want to delay indefinitely.

194 Danielle Sczceanik of 1 Meeting Place Drive asked what residents are supposed
195 to do if you don't want to hear our concerns. Mr. Papakonstantis said we heard
196 testimony from your neighbors in the Fall. If you have written testimony we can put it into
197 the record. Mr. Chartrand said we don't think we're ready to go forward with this hearing.
198 We would like to hear from you at a future point.

199 Susan Wiszlowski of 3 Meeting Place Drive said she's new to Avesta housing
200 and she doesn't personally feel safe anymore living in Exeter due to the property that
201 she lives in. She's questioning what's going on. What is the position of Avesta in this
202 process, if any? If there's no position, what is the town's responsibility? Deputy Chief
203 Fritz said Avesta signed the voluntary change of address forms. Ms. Hall said she was
204 told the lawyers are handling it, but she's not privy to the information.

205 Mr. Papakonstantis said this is the most difficult E911 request we'll ever
206 consider. It's being proposed as a matter of public safety, but we're not satisfied that
207 we're doing the right thing at the right time. We're here to keep you safe. We want to
208 make sure we get it right.

209 Mr. Chartrand said we've never done an E911 with this kind of building density.
210 That gives him pause. Ms. Hall brought up that there are some folks that won't handle
211 this as well as other folks that have had to deal with this in the past. In an emergency
212 situation, they might revert to their old address. He doesn't want to make anyone feel
213 like they're not safe. He wants everyone in those buildings to be ready to go.

214 Deputy Chief Fritz said in our dispatch software, if someone gives us an address
215 that isn't correct, we can find out if there's an alias to the number. He doesn't know about
216 E911 at the State level. We'll make sure.

217 Ms. Wiszlowski said this won't change for her next week, next month, or next
218 year. She needs to live in a place where she knows she's safe. If there is neglect on the
219 part of the property management, who emphasizes to them that they are responsible?

They should be answering questions. Mr. Chartrand said we take the safety and security of our citizens seriously, and that's why we're stepping back tonight.

A Meeting Place resident asked who residents can give information to that would explain what would go on with changing street addresses. Mr. Papakonstantis said we heard your testimony in the fall, but if a motion is made and the matter is tabled, there will be a time in the future that we remain committed to meeting with you.

Kevin Trotter of 3 Meeting Place Drive said his concern is what will he put on his driver's license for an address. It's coming up for renewal in May. Mr. Papakonstantis said if this is tabled this evening, the address will be the same. Mr. Trotter added that Avesta has helped him a lot when it was necessary.

Deb Weaver of 4 Meeting Place Drive said we have until May to get the Real ID. If we have our address changes, how can we get a new ID? You can't change anything on a Real ID without being there in person. Can the Town find out from the State?

Ms. Patria asked if there's an address management department for Exeter. Mr. Dean said no. Ms. Patria said the bank is 2 Meeting Place Drive. Wouldn't it have made more sense to make the bank "Meeting Place Plaza"?

MOTION (not voted): Ms. Cowan moved to table this issue. Mr. Chartrand seconded. Ms. Cowan said she would like to table this indefinitely. She doesn't want to foist this on the residents of the town as we are making document changes and Real ID requirements.

MOTION: Ms. Cowan moved to table this issue indefinitely. Mr. Chartrand seconded. Ms. Gilman said we need to look at what the State has. Mr. Papakonstantis said we'll continue to move forward in a way that makes residents safe. The motion passed 5-0.

The Board took a 5 minute break at this time, and reconvened at 8:16 PM.

8. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 64/54/2, 95/64/287, 104/79/522, 103/13/19 in the amount of \$152,251 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 104/79/109 in the amount of \$183,751 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to deny an Elderly Exemption for 95/64/168. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to deny an Elderly Exemption for 64/105/74. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 95/64/360 in the amount of \$236,251 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 95/64/102 in the amount of \$236,251 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to deny an Elderly Exemption for 104/79/226. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve an Elderly Exemption for 95/64/24 in the amount of \$152,251 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve Disability Exemptions for 95/64/194 and 63/209 in the amount of \$125,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve Veteran's Credits for 96/1, 91/15, and 72/16 in the amount of \$500 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a Proration Assessment Abatement per RSA 76:21 for 11/12 in the amount of \$1,295 for tax year 2024. Mr. Chartrand seconded. The motion passed 5-0.

b. Permits & Approvals

i. Use of Sewer Reserves – WWTF Clarifier

Steve Cronin presented a request for \$40,000 from Sewer Reserve Fund to address an issue with Clarifier 1 at the Wastewater Treatment Facility. While the tank was offline, staff discovered groundwater intrusion and a shift in the mechanism. We reached out to a consultant who confirmed it was out of alignment. We contacted the Design Engineer for the facility who looked at it and said there were two separate issues: the shift and groundwater intrusion due to leakage in the pre-case joints in the tank, which is under warranty. We refilled the tank and made it through the winter to ensure it wouldn't freeze, then re-drained it. Amwell couldn't tell us why things had moved out of plumb. Our consultant recommended deconstructing those components to figure it out. Amwell gave us a proposal for \$36,000. This is critical because we're not able to take the other tanks down for routine maintenance, and if one failed we'd be hurting. We're asking for \$40,000 for a 10% contingency. There are three clarifiers total. We're not seeing the same issue with the shifting of the components.

MOTION: Ms. Belanger moved to release \$40,000 from the Sewer Reserve Funds for necessary repairs to Clarifier #1 at the Wastewater Treatment Facility. Mr. Chartrand seconded. The motion passed 5-0.

ii. Police Department – NHDOS Grant Agreement Amendment

Mr. Dean said this is for the purchase of a mobile data terminal printer for the K9 cruiser. We're looking to amend the grant amount by \$1,443.29.

MOTION: Ms. Belanger moved to amend the FY25 NH Office of Highway Safety Grant amount from \$17,225 to \$18,649.05 for the additional purchase of 1 docking station and hardware, 1 compatible printer, and 1 printer mount with accessories. Mr. Chartrand seconded. The motion passed 5-0.

iii. Donation Acceptance – Police Department Comfort Dog Program

Mr. Papakonstantis said he was touched to read the residents' thank-you letter to the Police.

MOTION: Ms. Belanger moved to accept the \$250 donation from John and Norma Moreau for expenses related to caring for the town's comfort dog, disbursement of the funds to be made by authorization of the Town Manager or their designee for comfort dog expenses during the current budget year. Ms. Gilman seconded. The motion passed 5-0.

iv. Police Detail Fees

Finance Director Corey Stevens said we're requesting a slight increase in the fees that we charge for Police Detail services. We received notice from the Police Union that the hourly rate is increasing from \$60 to \$65 an hour on May 5. He took a look at the other components of the fee, and we haven't raised the admin fee in some time. He's proposing an increase by \$5 to \$20 an hour. We split that fee between the Police Special Detail fund and the General Fund. If the Special Detail Fund were to accumulate, we could buy equipment with it. Ms. Belanger said it's a wash, we're just trying to cover our own costs.

MOTION: Ms. Belanger moved to authorize the Town Manager to increase the administrative fee for Police Detail services from the current rate of \$15 to \$20, effective May 5, 2025. Mr. Chartrand seconded. The motion passed 5-0.

v. Resolution Opposing NH SB297: An Act Relative to Pooled Risk Management Programs

Mr. Dean presented a resolution from the NHMA. He said tomorrow he'll be meeting with NHMA Board members and the Health Trust, then on Thursday the Secretary of State will appear in front of Health Trust members about the bill.

MOTION: Ms. Belanger moved to authorize the Select Board to sign the motion opposing NH SB 297. Mr. Chartrand seconded. The motion passed 5-0.

vi. Request for Tax Interest Refund

Mr. Dean said the property owner paid the tax bill on April 1st. There were some extenuating circumstances. Mr. Chartrand said there's precedent for this.

MOTION: Ms. Belanger moved to grant an interest waiver of \$442.10 for 47/8/405. Ms. Gilman seconded. The motion passed 5-0.

c. Town Manager's Report

- i. We are continuing construction on the HR Office downstairs and the job will be advertised shortly.
- ii. We're still getting lots of applications for Senior Coordinator.
- iii. We have confirmation that we will receive the Pickpocket Dam grant of \$310,000.
- iv. He attended a water rates meeting with the E-Team and Bob Kelly.
- v. The School Street Abutters meeting was on April 3.
- vi. We've updated the train track update schedule online. The work will be done April 16, 17, and 18.
- vii. The Septage receiving facility is operational, and will start accepting material on April 28.
- viii. The Linden Bridge bid is going out this week.
- ix. Westside Drive will go to bid on May 27.
- x. We're having issues with our website vendor. We will need to update this year and there will be a cost to it. It won't affect the use of the website.
- xi. In the FY25 budget, we set aside 1800 to purchase podcasting equipment, and we will get that up and running in the next few weeks. We're looking to have a show "All things Exeter" with himself and Bob Glowacky. It will be about 15 minutes at a time. We could interview staff members and do informational pieces. We're planning to start the first week in May. Mr. Chartrand asked if this would be mostly scripted, and Mr. Dean said yes.
- xii. He attended the Housing Advisory Committee and heard about zoning mandates that are coming from the State legislature.

d. Select Board Committee Reports

- i. Ms. Gilman said at the Heritage Commission meeting there were two demolition reviews. One was the Front Street house that's been undergoing repairs and additions, which will also be considered at this Thursday's HDC. At 49 Main Street, the auto garage is being demolished, but she was not present for this demo review.
- ii. Ms. Belanger said Chief Poulin sent her an email about insurance coverage; he said everything's covered. She went to a Planning Board sitewalk April 10 for 57 Portsmouth Ave, and the case was heard that evening. She was not present but 112 Front Street was approved. The Fire Department was allowed to do some drills there. 57 Portsmouth Ave was accepted as complete for review but was tabled. Dade Auto buildings were approved for a 6,200 square foot addition.
- iii. Ms. Cowan had no report.

- 393 iv. Mr. Chartrand attended a Sustainability Advisory meeting. There was a
394 guest speaker from Dover who talked about solid waste management and
395 recycling. They discussed styrofoam recycling event April 26 at DPW. He
396 also attended a Conservation Commission meeting.
- 397 v. Mr. Papakonstantis said the Tree Committee met April 8. This is the 6th
398 year of Tree City USA designation. They talked about programs at the
399 Elementary Schools. They'll be at the Alewife Festival. They're continuing
400 to identify where to spend the tree budget. A representative from Unitil
401 was present to discuss tree replacement. The Pairpoint Park Commission
402 met and reviewed three different plans that Jenn Martell drew up. They'll
403 have another meeting this Thursday and will come to the next Select
404 Board meeting with a recommendation. We may have to phase this
405 project. The Planet Playground ceremony was rescheduled to this
406 Saturday at 11.
- 407
- 408 e. Correspondence
- 409 i. A flyer from Exeter advertising the Exeter Accessibility Forum, which will
410 be held Wednesday May 7 at 5:30 in the Nowak Room.
- 411 ii. A memo from Community Power Coalition.
- 412 iii. A letter from Congressman Chris Pappas regarding public funds.
- 413 iv. A letter of thanks from Exeter Area Chamber of Commerce regarding
414 their renewal.
- 415 v. An NHMA bulletin.
- 416 vi. A notice for NH rechargeable battery disposal ban RSA 149-M:27.
417 Electric bikes and scooters, cordless power tools, portable devices
418 including cell phones and tablets, wireless headphones, bluetooth
419 speakers, toys, toothbrushes, shavers, and waterpiks. You can dispose of
420 these items at Staples, Home Depot, or Batteries Plus.
- 421
- 422 9. Review Board Calendar
- 423 a. The goal-setting session is Monday April 21. The next regular meetings are April
424 28, May 12, May 19, June 2, June 16, June 30, July 14, July 28, and August 11.
- 425
- 426 10. Legislative Update
- 427 a. Ms. Gilman gave the Board an update on State issues.
- 428
- 429 11. Non-Public Session
- 430 **MOTION:** Ms. Belanger moved to enter into non-public under RSA 91-A3II (a) and (b). Ms.
431 Gilman seconded. In a roll call vote, the motion passed 5-0. The Board entered non-public
432 session at 9:05 PM. The Board emerged from non public session.
- 433
- 434 **MOTION:** Mr. Chartrand moved to seal the minutes. Ms. Belanger seconded. The motion
435 carried to seal the minutes.
- 436

437 **MOTION:** Ms. Belanger motioned to add the Maintenance General Foreman position to the
438 Maintenance Department. Ms. Cowan seconded. The motion passed unanimously.

439

440 12. Adjournment. Ms. Belanger moved to adjourn. Ms. Cowan seconded. The motion
441 carried and the Board stood adjourned at 9:31 pm.

442

443

444 Respectfully Submitted,

445 Joanna Bartell

446 Recording Secretary

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448

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450