

Select Board Meeting
Monday September 15, 2025
6:40 PM
Nowak Room, Town Offices
Final Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Nancy Belanger, Julie Gilman, Dan Chartrand, and Interim Town Manager Melissa Roy were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 6:40 PM.

2. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under RSA 91-A:3II(a). Ms. Gilman seconded. In a roll call vote, the motion passed 5-0, and the meeting entered non-public session at 6:40 PM. Board members in attendance: Molly Cowan, Nancy Belanger, Daniel Chartrand, Julie Gilman. Absent: Niko Papakonstantis

MOTION: Ms. Belanger moved to exit non-public at 7:05 PM. Mr. Chartrand seconded. The motion passed 4-0.

MOTION: Mr. Chartrand moved to seal the minutes until the matter is resolved. Ms. Belanger seconded. The motion passed 4-0.

The Board reconvened in the Nowak Room at 7:04 PM.

3. Public Comment

- a. Darius Thompson of 15 Drinkwater Road said he recently retired from Amtrak and he would like to help with the Train Committee. Instead of spending \$50,000 for the design, why not revisit the plans already proposed? The \$50,000 could go to construction instead. We should use what exists currently to make the station more welcoming and protect the platform from the wind and rain. Mr. Papakonstantis suggested that Mr. Thompson apply for the committee. He added that the funding may happen next year rather than this year.

Mr. Papakonstantis mentioned that Amtrak representative Margaret Clark offered to speak to the Board about Operation Lifesaver. Mr. Thompson said this is a volunteer program on safety and awareness to mitigate the risk of crossing the train tracks.

4. Proclamations/Recognitions

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

5. Approval of Minutes

- a. Regular Meeting: September 2, 2025

44 **MOTION:** Ms. Belanger moved to approve the minutes of September 2, 2025 as presented. Ms.
45 Cowan seconded. The motion passed 5-0.

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47 6. Appointments and Resignations

48 **MOTION:** Mr. Chartrand moved to accept with regret the resignation of Jackie Ojala from the
49 Sustainability Advisory Committee. Ms. Belanger seconded. The motion passed 5-0.

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52 7. Discussion/Action Items

53 a. Trustees of the Trust Funds & Swasey Parkway Trustees

54 Swasey Parkway Trustee Darius Thompson and Chair of the Trustees of
55 the Trust Funds Peter Lennon were present to discuss the Swasey Trust Fund.
56 Mr. Lennon said he sent the Select Board a letter in August to ask them to take
57 up the request of repatriating around \$300,000 that is in a bank in Cleveland
58 Ohio, where Mr. Swasey made a bequest of \$50,000 in 1929. It is now \$313,000.
59 The bequest provides the Select Board with the option to request that Key Bank
60 terminate the Trust Fund in Ohio and send the money to New Hampshire. Mr.
61 Swasey limited the use of the money to the maintenance, repair, and
62 improvement of Swasey Parkway. It's the only money that is "offline" in our entire
63 portfolio. He's been working on this with Town Finance Director Corey Stevens
64 and the Swasey Parkway Trustees, and we've done our best to reach a
65 consensus. The benefits would be adding it to our monthly reporting system
66 rather than reporting on it quarterly, and avoiding the higher fees at the bank,
67 although it will increase the fees from our Investment Advisor. The money will
68 have its own Trust Fund, the Ambrose Swasey Parkway Trust Fund. This will
69 enable us to have all of the town's investments together for oversight and
70 management, and ensure the investment in that Trust Fund comports with the
71 town's investment policy. It will go into the part of the Trust that is privately
72 donated, not the Capital Reserve Funds or the School Fund.

73 Mr. Thompson said the Swasey Parkway Trustees met and fully support
74 this. The baseline of the fund, the \$300,000, will still be intact in 100 years. He
75 asked the Board to execute the request letter.

76 Mr. Lennon said we consulted with Mr. Stevens and set the principal at
77 the full amount, rather than the original \$50,000, because that would generate
78 more income and make the fund more available for maintenance, repair, and
79 improvements to the Parkway. Each year, the income will be transferred over to
80 the Swasey Parkway Maintenance Fund.

81 Ms. Belanger asked when that transfer would happen. Mr. Lennon said at
82 the end of the year. Ms. Belanger asked if they would transfer in the last few
83 months of this year. Mr. Lennon said we have received three of four payments
84 this year to the Swasey Parkway Maintenance Fund; it's not income, it's principal
85 that has been drawn down, per Ohio Law. The last payment should be on
86 December 15, when they would just send us the entire fund, so there wouldn't be

any additional income this year. He added that if the town had a legitimate request for the fund, we wouldn't need to wait until December.

Mr. Papakonstantis said at their August 4 meeting, the Trustees of the Trust Funds voted 3-0 in favor of the request. On August 20, the Swasey Parkway Trustees also voted 3-0 in favor. Mr. Lennon said we will use the draft minutes and write up a letter on behalf of the Select Board to make the request.

MOTION: Ms. Belanger moved that the Select Board, pursuant to the Ambrose Swasey bequest, exercise its option to terminate the Ohio Trust and bring the funds back to Exeter New Hampshire, which will be held in a separate Ambrose Swasey Bequest Trust Fund, and would be combined with other town Trust Funds for investment purposes under the Trustees of the Trust Fund Investment Advisor. Ms. Gilman seconded. The motion passed 5-0.

8. Regular Business

a. Permits & Approvals

Water/Sewer Director Steve Dalton said in March 2025, the town voted to approve Article 10, use of excess bond proceeds for the Wastewater Treatment Facility Effluent Flume repair, in the amount of \$245,000. That cost was estimated from a memo from 2021, which had a figure of \$192,000 using the traditional methods of repair: concrete repair and coating. Wright-Pierce was the Design Engineer for the Wastewater Treatment Facility, and in 2021 they helped us address a previous coatings project that did not work. They have since worked with Precision Trenchless LLC, which has a proprietary lining system that makes the concrete repair work much easier than before. It's a polyurea coating with a 10-year warranty. It can be put back into service almost immediately after it's been put on. A drought is favorable conditions for this project because we have to bypass the waste into the storage lagoons, which are nearly empty now. The Wright-Pierce portion of the work is \$44,600, and Precision Trenchless LLC is \$106,438; the total is \$151,038, which is \$40,000 less than the 2021 proposal estimated.

MOTION: Ms. Belanger moved to approve the agreement between the Town of Exeter and Wright-Pierce for the Wastewater Treatment Facility concrete coatings in the amount of \$44,600 and to further authorize the interim Town Manager or their designee to sign the document. Ms. Gilman seconded. The motion passed 5-0.

MOTION Ms. Belanger moved to approve the proposal from Precision Trenchless LLC to apply the OBIC lining system to the Parshall effluent flume and plant water wet well in the amount of \$106,438 and further authorize the interim Town Manager or their designee to sign the document. Ms. Cowan seconded. The motion passed 5-0.

Ms. Roy said Steve's team and the Highway team spent time chasing a water leak over the weekend in a remote location, which was discovered today. The communication was fantastic.

b. Tax Abatements, Veterans Credits and Exemptions

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-1 in the amount of \$32,500 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-2 in the amount of \$33,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-3 in the amount of \$27,500 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-4, 33-26-6, 33-26-7, 33-26-8, 33-26-9, and 33-26-11 in the amount of \$31,500 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-5 and 33-26-12 in the amount of \$31,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 33-26-10 in the amount of \$32,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to approve a land use change tax for 112-7 in the amount of \$5,000 for tax year 2025. Mr. Chartrand seconded. The motion passed 5-0.

c. Permits and Approvals

i. 10 Hampton Road

Parks and Rec Director Greg Bisson and Parks and Rec Assistant Director David Tovey were present remotely via Zoom.

Ms. Roy said she, David Tovey, Greg Bisson, Steve Cronin, and Dave Sharples formed a project team for 10 Hampton Road that met with HDC [Hampshire Development Corporation] weekly. We started with HDC at \$920,000 and needed an additional \$60,000 to take the schematic plans to construction documents. We've been working with HDC on value engineering and using their stock supplies to save money. We got a grant that was around \$1M that required a match, and we looked at accessibility and energy usage. This site was an old farmhouse with a barn. We thought that one side of the roof could be dormered, but HDC allowed us to raise the entire roof for a full-height ceiling for that project. To do this, we needed to shore up the floor. We've added and removed things here and there and the project been on target for most of the time. With HDC, we knew there was going to be a \$13-14,000 delta but there was a \$24,000 contingency. Now we're wrapping up the project on the 26th, and we have a \$22,632 request. If the Board chooses not to move forward, there are a few things we could not do, such as paint the front of the building. Our recommendation is to pay \$17,400 out of the Recreation Impact Fees, which will leave \$800 in that fund, and pay the balance of \$5,216 from the Recreation Revolving, leaving \$45,000 in the fund. The Rec Revolving Fund will be

175 replenished; we tend to see a return on the Beer & Chili festival, which will
176 happen in a few weeks. Impact fees come from construction and flow in
177 frequently.

178 **MOTION:** Ms. Belanger moved to authorize the Parks and Recreation Department to expend
179 \$17,400 from the Recreation Impact Fees and \$5,216 from the Recreation Revolving Fund to
180 complete the 10 Hampton Road renovation project. Ms. Cowan seconded. The motion passed
181 5-0.

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183 Ms. Roy said Parks and Rec may come back to the Board for furnishings,
184 since the grant can't cover those things.

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186 d. Town Manager's Report

- 187 i. There was a water leak that the DPW addressed.
- 188 ii. Downtown, there is a black sticky tar on the ground around the
189 bandstand. There was a DOT project in Kingston/Kensington, and their
190 trucks went around the bandstand. It's not a substance that can be
191 scraped off, it has to wear off. We had multiple meetings with DOT; they
192 painted the lane lines but won't repave it. We asked them to give us the
193 ability to route their trucks elsewhere next time.
- 194 iii. There was a Facilities Committee sitewalk at 10 Hampton Road with
195 some great comments.
- 196 iv. She worked with Mr. Stevens on the budget, which will be presented to
197 the Select Board September 29 and to the BRC October 1.
- 198 v. She mentioned that there have been various personnel issues over the
199 last two weeks.

200
201 e. Select Board Committee Reports

- 202 i. Ms. Gilman attended an Energy Committee meeting and discussed the
203 next round of the "window dressers" program. The committee is trying to
204 organize so that others will join us. We'll have a table at public events
205 with volunteer sheets. Regarding the Community Power Coalition, she'll
206 be sponsoring a bill to allow towns to create revolving funds for energy-
207 related issues. There is a fund for the transfer station, but it's just for the
208 revenue of the [solar] hardware. With CPCNH, we could draw from the
209 fund for energy efficiency projects.
- 210 ii. Ms. Belanger attended a Planning Board meeting, where a public hearing
211 on 97 Portsmouth Ave was tabled. The Board had some questions that
212 were unanswered. Another request came from the Exeter Presbyterian
213 Church on 73 Winter Street, and a lot of children were there to support
214 the building expansion. There will be a sitewalk there on September 25 at
215 8 AM. The Board accepted Pete Cameron's resignation and will vote on
216 someone to take his seat. Regarding the Housing Advisory meetings,
217 she's all set with her work concern and will continue to be the rep for that
218 committee. At the last HAC meeting, they heard a legislative update and

219 talked about an article sent to them by Darren Winham. The next meeting
220 is scheduled for October 10 but we're looking to move it to October 24.
221 The Powderkeg Beer and Chili festival is October 4 at 9:30, and there are
222 still some slots to volunteer.

- 223 iii. Ms. Cowan had no report.
- 224 iv. Mr. Chartrand missed the Conservation Commission and Water/Sewer
225 Advisory meetings. He attended the Sustainability Advisory Committee on
226 September 3rd, where they discussed the standard agenda, Styrofoam
227 recycling, and the future of landfills.
- 228 v. Mr. Papakonstantis attended a Tree Committee meeting, and they will
229 come before the Board at our next meeting for an update. He worked with
230 the Town Manager and Finance Director on the budget.

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232 f. Correspondence

- 233 i. Mr. Papakonstantis said regarding Ms. Clark's email to the Board, which
234 was discussed at Public Comment, he will invite her to speak to the Board
235 at an upcoming meeting.
 - 236 ii. A piece on the transfer station
 - 237 iii. The NHMA Legislative Bulletin
- 238

239 9. Review Board Calendar

- 240 a. The next meetings are September 29, Tuesday October 14, October 27,
241 November 10, November 24, December 8, and December 22.
- 242

243 10. Non-Public Session

244 **MOTION:** Ms. Cowan moved to enter into non-public session under RSA 91-A:3II(b). Mr.
245 Chartrand seconded. In a roll call vote, the motion passed 5-0, and the meeting went into non-
246 public session at 7:56 PM. All Board members were in attendance.

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248 **MOTION:** Ms. Belanger moved to exit non-public at 8:35 PM. Ms. Gilman seconded. The
249 motion passed 4-0 with 1 abstention.

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251 **MOTION:** Mr. Chartrand moved to seal the minutes until the matter is resolved. Ms. Belanger
252 seconded. The motion passed 4-0 with 1 abstention.

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254 11. Adjournment

255 **MOTION:** Ms. Belanger made a motion to adjourn the meeting at 8:36 PM. Ms. Gilman
256 seconded. The motion passed 5-0.

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259 Respectfully Submitted,
260 Joanna Bartell
261 Recording Secretary
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