

FINAL MINUTES

BOARD OF SELECTMEN MEETING

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March 28, 2011

1. Call Meeting to Order

Chairman Robert Aldrich convened the Board at 7:00 pm in the Nowak Room of the Town Office Building. Other members of the Board present were: Selectman Frank Ferraro, Selectman Matt Quandt, Selectwoman Julie Gilman, Selectman Don Clement and Town Manager Russ Dean.

2. Public Comment

Colleen St. Onge of Bell Avenue requested an update on the Pine Road situation. Mr. Aldrich advised her that this had been discussed at the March 14th Board of Selectmen's meeting. The Board had decided to send a letter to Brentwood requesting that they reimburse Exeter some funds from their 2011 budget. However Mr. Aldrich has a copy of the minutes from the Brentwood Board of Selectmen's meeting from last week which indicate that they are not going to reimburse Exeter anything for the cost of Pine Road. Ms. Jennifer Perry is looking into what some of Exeter's other options are.

Mr. Alan Bailey requested to clarify some terms with regard to the recently passed warrant article # 34 which gives the Board of Selectmen ability to buy and sell land and buildings. The language indicates that two duly noticed public hearings will be required. He asked if these public hearing notices would be published in the newspaper. Chairman Aldrich confirmed that they would be.

3. Minutes & Proclamations

a. Regular Session Minutes of March 21, 2011

Mr. Clement moved to approve the Regular Session Minutes of March 21, 2011 as presented. Ms. Gilman seconded. Vote: Unanimous

b. Non Public Session Minutes of March 21, 2011

Mr. Clement moved to approve the Non Public Session Minutes of March 21, 2011 as presented. Mr. Quandt seconded. Vote: Unanimous

c. Non Public Session Minutes of March 7, 2011

Ms. Gilman moved to approve the Non Public Session Minutes of March 7, 2011 as presented. Mr. Quandt seconded. Vote: Unanimous Selectman Ferraro abstained.

4. Appointments - None

5. Departments Reports – Police, DPW

Chairman Aldrich said that there was a celebration at the Town Office on Friday, March 25th, in honor of Police Chief Kane's 30 years of service to the Exeter Police Department. He was presented with a plaque. Chief Kane thanked the Board, Town Manager Russ Dean and all who attended the celebration. It meant a lot to him personally.

Chief Kane has finished 40 hours of education on the incident command system. This gets him to level 400 which is required for police chiefs in the State of New Hampshire. He has also completed 3 of 6 days of risk management training classes for police chiefs that are currently being held once per month at Primex.

Two officers will graduate on April 8th from the Police Academy after 14 weeks of school. The Police Department is preparing to host their second annual prescription drug take back program in conjunction with DEA. It will be on Saturday, April 30th from 10:00 am until 2:00 pm at the Exeter Police station. Last year this event was a big success and they got 3 or 4 large trash bags full. People can drop off old

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and unwanted prescription drugs. They can not take any liquids, needles or illegal drugs.

Chief Kane said that an update needs to happen to the enhanced 911 map. Individuals will be sent out by 911 to GPS the whole town. They will get the maps back in software format this time. There will be no cost to the Town for the mapping project. They will try to let people know when someone will be in their neighborhood working on this.

Ms. Gilman recently had a citizen speak to her about some graffiti in Town. She advised the Public to keep an eye out and talk to the Police Department if they see anything.

Mr. Quandt moved that the Board of Selectmen sign the agreement to participate in the E9-1-1 mapping program. Mr. Clement seconded. Vote: Unanimous

Ms. Jennifer Perry said that we have made it through the winter storm season for the most part. There were a total of 18 salt and sand events, 12 plowable events and 15 snow removal events. The \$ 268,000 snow removal budget for January – December 2011 is 100% spent. They do still have the \$ 30,000 in the reserve fund which will hopefully be enough to get them through November and December of this year. One very positive thing to note is that salt usage is down by 46% because of the calibrator units. They used 370 tons of salt this year versus 685 tons last year. The calibrators have been a huge success and they can continue to look forward to budget savings in salt costs.

Street and sidewalk sweeping started today. It takes about 6 weeks to sweep all of the arterial streets and 5 to 6 months to get to all of the streets in town. There is only one sweeper. Please be patient if you are waiting for your street to be swept and they will get to you eventually. Line striping will start when the weather is warmer. They will be sending out requests for proposals for catch basin cleaning this week. They also have a request for bids out for the Town Hall brick repair. The pre-bid site review is on April 11th at the Town Hall and all bids are due on May 9th. This work will be ongoing over the summer.

Work will be starting on a more aggressive flushing campaign this year. It will start in mid-April and go until mid-June. They need to increase the scouring velocity to really get everything cleared off of the mains including any biofilm that might be out there causing problems with the THM's. They have also been able to reduce about 50,000 gallons per day of water from the water treatment plant to the sewer. This is a great improvement.

They now have backup power generators at 8 out of 9 sewer pumping stations. This alleviates a lot of concerns associated with power outages. They have also completed the radio telemetry installation at these facilities which is another great benefit if power or telecommunication is lost. The DPW employee of the quarter is Desiree Murphy who is the water and sewer meter reader.

They had a structural engineering consultant out today to inspect the Norris Brook culverts and it is not good news. At a minimum, it is necessary to reduce the width of traffic across each to the center line. They will probably also need to limit it to local trucking only. The inlets to the culverts are in very poor condition. Action must be taken within a week or so. Service must be limited in order to reduce the loads on the road. They are having conversation about making the traffic flow a one way pattern. They will consult with Police and Fire on this and come back before the Board with more recommendations.

Mr. Art Baillargeon expressed surprise that it takes DPW 5 months to sweep all of the streets in town and asked questions about this process. Mr. Jay Perkins said that work starts as early as 4 am and there

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is a science behind the method that they use to do this.

Ms. Perry said that the Town did officially receive the draft EPA waste water permit on Friday with a nitrogen limit of 3 mg / L. There is a 120 day comment period. A public hearing on this is scheduled for Thursday, June 9th, at 6:30 pm at the Town Hall.

6. Discussion/Action Items

a. New Business

i. Plan 2011 Volunteer Fair

Ms. Gilman announced that the 2011 Volunteer Fair has been scheduled for Saturday, April 16th, to coincide with an electronics collection opportunity and a bake sale for the High School's Project Prom & Graduation. Last year's fair was successful. It is an opportunity for people to come down and have a casual look at the various things that the boards and committees do. All are encouraged to come down. Mr. Ferraro suggested doing the fair earlier next year since service terms expire on April 30th.

ii. Fuel contract update

Chairman Aldrich said that the last fuel contract expired in the Fall of 2010 and at that point the Board decided to go with the day to day price instead of signing a new contract.

Ms. Jennifer Perry advised that the contract pricing which expired in August of 2010 had been \$ 1.97/gal for gasoline and \$ 2.48/gal for low sulfur diesel. New contract pricing presented to the Board in August of 2010 was \$ 2.24/gal for gasoline and \$ 2.32/gal for diesel. As of last Friday, current contract pricing for a 4 month contract would be \$ 3.09/gal for gasoline and \$ 3.38/gal for diesel. Pricing changes daily and seems to be constantly going up. At this time DPW is recommending to go with a short term 4 month fixed price contract and then look at the possibility of a longer term contract in the summer if the pricing looks good at that point. The timing works out that DPW purchases fuel about once a month. At this point the pricing on the short term 4 month contract is cheaper than the rack plus pricing.

Mr. Clement asked what fuel prices were used to prepare the 2011 budget so that the potential impact to the budget of the current proposed contract pricing could be calculated. Ms. Perry did not have that data with her but said that they are definitely looking at some increased fuel costs. Mr. Dean said that the amount of snow removal required affects the budgetary fuel costs also.

Mr. Quandt moved that the Board give authority to DPW to negotiate and lock into a 4 month short term fuel contract. Ms. Gilman seconded. Vote: Unanimous

iii. DPW Project List 2011

Mr. Kevin Smart was present to discuss the proposed DPW maintenance project list for 2011. Chairman Aldrich read the list of projects which totaled \$ 103,350.

Selectman Clement questioned the \$ 3,500 project to construct a climate controlled storage at the Town Office building, asking if it would be better to wait for a longer range storage plan solution instead of spending on a short term stop gap measure. Ms. Gilman said that storage needs exist now and they have no idea when in the future they might achieve a longer range storage solution. Mr. Dean said that work and research on storage issues is active and ongoing. They have found that space at the Town Offices is underutilized right now and there is a lot of good usable space there. Ms. Perry said that the space created by this \$ 3,500 project will always be useful for storage in the future.

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Chairman Aldrich advised Ms. Perry that DPW had the Board's approval to go forward with the maintenance project list as proposed for 2011.

b. Old Business

i. Water/Sewer Committee – Approve Charge

Mr. Aldrich read the revised draft of the Water and Sewer Advisory Committee as updated from the previous week's meeting discussion.

After some discussion, the members of the Board agreed to 3 changes: 1) Remove the words "as needed" from charge # 7 2) Change the number of members from six to seven and 3) Add a sentence that states that one member of the committee will be a Board of Selectmen representative.

Mr. Ferraro moved to accept the charge of the Water and Sewer Advisory Committee as amended. Mr. Quandt seconded. Vote: Unanimous

The Board next discussed the process of filling the 6 open committee positions. The warrant article states that members must be appointed within 45 days of passage of the article. Chairman Aldrich said that the calendar math works out that April 22nd would be the date by which they should have the positions filled. He said that they have 5 applications so far and are definitely moving forward with establishing this committee. Mr. Clement was concerned that people have enough time to sign up.

After some discussion, it was decided that applications need to be in by Friday, April 8th. Anyone submitting an application by April 8th will be granted an interview prior to member appointment. Interviews will be scheduled for April 4th and April 11th for the 5 candidates who have already submitted applications. The Board will have a short meeting sometime during the week of April 18th – 22nd in order to make decisions and appoint committee members.

ii. BOS Work Session Planning

The Board will have a work planning session this coming Saturday, April 2nd at 8:00 am at an off-site location. They will go through the goals that have been submitted by each department in order to provide feedback to the departments. The Board members will share their thoughts on their own goals and priorities, both big picture and small picture, for the upcoming year. They will try to also walk through the ordinance as it relates to the various boards, committees and commissions to see if they feel anything should be changed or updated. Chairman Aldrich noted that it has been a long time since there has been a comprehensive review of town ordinances and said that he would like to have some discussion about coming up with a process to effectively go about this.

Mr. Dean said that this year the departments were asked to submit goals that were specific and measurable and he looks forward to the Board's review and feedback.

iii. Perambulation Update

Mr. Dean said that they have spoken to North Hampton and Stratham and they are both prepared to perambulate when the weather gets warm. They are in the process of contacting Kensington. Hampton was done last year. Chairman Aldrich explained that every 7 years a Board member has the pleasure of walking the town boundaries along with fellow selectmen from neighboring towns to make sure that the town lines haven't moved. This is in one of the RSA's. Exeter currently has 9 neighbors. In addition to North Hampton, Stratham, Kensington and Hampton already mentioned, Exeter must also consider Brentwood, Epping, Hampton Falls, East Kingston and Newfields. Mr. Aldrich asked Mr. Dean to prepare a chart showing all of Exeter's neighbors and indicating when perambulation was last done with

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each.

iv. Tri-Town Committee Meeting Update

Chairman Aldrich said that North Hampton has a May Town Meeting and have requested that the next Tri-Town meeting be held off until after their town meeting since this is a very busy time for them. He asked if they should try to schedule a meeting in April with the others or just wait until May. The Tri-Town meetings are generally held on Mondays as this is usually good for the representatives. Mr. Quandt said that the representatives are very busy right now also and suggested the Board send them an email to see what works best for them. A possible next meeting date of May 16th was suggested. Mr. Dean was asked to check with the other towns and the representatives to see if May 16th would work for them.

v. Green Gate Resident Issues

Town Clerk Linda Hartson sent an email to the Board and Mr. Dean on March 15th regarding residency issues at Green Gate Campground and people who live there registering their vehicles. Mr. Dean has checked with Town Counsel. No one can find a reason why these registrations would be allowed. No zoning ordinances have been changed. After reviewing the State laws, the conclusion is that folks at Green Gate Campground should not be allowed to register their vehicles. Apparently two such registrations slipped through somehow last year and are up for renewal. The Town Clerk will have to notify these individuals that renewals will not be allowed.

vi. MS2

Chairman Aldrich said that the MS2 document needs to be signed to capture the budget appropriations made at last week's meeting. Mr. Dean reported that they will file the MS2 the way that the default budget was voted on by the Town. They will treat the Board of Selectmen's implementation of that budget as a transfer within that framework.

7. Regular Business

a. Bid Openings – None.

b. A/P and Payroll Manifests

a. Accounts Payable and Payroll Manifests

Mr. Ferraro moved to approve a weekly payroll warrant for week ending 3/20/2011 for payroll checks dated 3/23/2011 in the aggregate amount of \$ 154,509.82. Ms. Gilman seconded. Vote: Unanimous

Mr. Ferraro moved to approve an accounts payable warrant for checks dated 3/25/2011 in the aggregate amount of \$ 158,280.63. Mr. Quandt seconded. Big Ticket Items: \$ 5,232.50 to COAST, \$ 53,610 for the Front Street generator, \$ 13,333 to Holland Company for chemicals, \$ 9,078 for salt, \$ 5,000 to Seacoast Emergency Response for dues and \$ 10,327.40 to Unitil. Vote: Unanimous

c. Budget Updates - None

d. Tax Abatements & Exemptions

Mr. Ferraro moved to deny one elderly exemption and approve 4 elderly exemptions with amounts of \$ 152,251, \$ 152,251, 183,751 and \$ 236,251. Mr. Quandt seconded. Vote: Unanimous

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Mr. Ferraro moved that the Board approve two Veteran's Credits with amounts of \$ 500 and \$ 2,000. Mr. Clement seconded. Vote: Unanimous

Mr. Ferraro moved that the Board approve a Disability Exemption in the amount of \$ 125,000. Mr. Clement seconded. Vote: Unanimous

Mr. Ferraro moved that the Board approve one Blind Exemption in the amount of \$ 15,000. Mr. Quandt seconded. Vote: Unanimous

e. Water/Sewer Abatements - None

f. Permits - None

g. Town Manager's report

Mr. Dean read a statement from the Town Clerk regarding dog licenses which are now available in the Town Clerk's office. State law requires all owners and keepers of dogs 4 months of age and older to annually license their dog on or before April 30th. Proof of current rabies vaccination is required unless it is already current and on file in the Town Clerk's office. All current dog licenses expire on April 30th. There is a late fee of \$1.00 per month for any dog not licensed by June 1st. They are obligated to inform the Exeter Police Department of any violations of state statute. Civil forfeiture can be issued which provides for a \$ 25.00 fine per dog. Residents are reminded also of the leash law ordinance and other animal control ordinances of the Town. There will be a rabies clinic on Sunday, April 17th from 10 am to 1 pm and also on May 15th from 10 am to 1 pm held by the ASPCA in Stratham.

Flushing of water mains will take place April 18th through June 10th. It is from 9 pm to 7 am during the night and 8 am to 2 pm during the day. Information will be available on the website. Commencing the week of April 18th flushing will take place at night for one week in the following areas: Epping Road, Main Street, Water Street, a small section of Jady Hill, Portsmouth Avenue and the adjoining neighborhood sections north of the water treatment plant. If anyone has any questions they can call the water treatment plant at PH: 773-6169.

Mr. Dean represented the Board of Selectmen and the Town at the committee hearing last Thursday on the pole tax exemption (SB133) which would reinstate the exemption. This would mean that Fairpoint would continue to receive a tax exemption on utility poles. Last week the committee voted to refer the reinstatement of the exemption to the full House. The vote on this will be on March 30th. There were representatives there from 20 or 30 other municipalities as well.

h. Legislative Update

Mr. Quandt advised that the committee passed the budget and HB2. It is a balanced and very aggressive budget. There will be a public briefing tomorrow at 9:30 am. There were many last minute amendments, many of which were not even budget-related.

Mr. Aldrich will email our representatives with the Board's position on the pole tax exemption. The Senate retirement proposal is in flux and continues to be amended.

i. Selectmen's Committee Reports

Selectman Ferraro attended his first Cable Committee meeting. The committee is almost ready to make a recommendation for an equipment purchase to the Board of Selectmen. Mr. Dean is working with the

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SAU superintendent on preparing a memorandum of understanding of how Exeter and the SAU will work together and the operating budget for the government public access channels. Mr. Ferraro attended a Safety Committee meeting. The safety manual will be going to the printers shortly. Manuals will be sent from the printers to department heads for distribution to employees. He stresses the importance of safety for all and feels that it is a very important issue. All representatives need to attend the meetings. He also attended a Planning Board meeting. The capital improvement subcommittee is going to have a kickoff meeting this Wednesday.

Selectman Quandt had nothing to report.

Selectwoman Gilman had an EDC meeting. There was a very informative discussion with the code enforcement officer about various zoning districts. Their next meeting will be next week and they plan to look at the hawkers & peddlers license. They will also be discussing the master plan. The Train Committee met earlier today. The Town of Exeter is hosting the next Northern New England Passenger Rail Authority meeting here in Exeter on April 14th at the Hampton Inn. There are no changes to the Downeaster scheduled routes in April. However, the 11:00 pm late train leaving Boston will leave at 11:20 pm starting April 18th to accommodate Red Sox fans. There will be a spring clean up day of the station area on April 30th at 8:00 am and all volunteers are welcome. May 7th is National Train Day and it celebrates Amtrak's 40th anniversary. The committee won a grant for \$ 150 for gardening and planting.

Selectman Clement met with the River Study committee last Thursday. Westin & Sampson made an interesting presentation on the feasibility of hydroelectric power at the Great Dam. It would cost about 2.5 million to install and the expected payback to Exeter would be about \$ 26,000 per year in electricity. Economically it doesn't pan out very well. There was some discussion about low head hydroelectric turbines.

Selectman Aldrich announced that the Youth Art Month show is ongoing on Saturdays and Sundays through the weekend of April 16-17th. It features art from local schools. Our Town will be the next show which will start on May 7th and run every weekend through May 22nd. Exeter's first annual Exeter's Got Talent event will be on May 21st from 10 am until 4 pm. It is a cooperative event by the Exeter Arts Committee, Chamber of Commerce and the Parks & Recreation Department. Many different artists will be present.

j. Correspondence

1. Letter from the New Hampshire Housing Authority that confirms the receipt of applications for federal housing tax credits from FKP Development for the Meeting Place projects
2. Copy of a web page from the City of Dover which talks about the city going around and removing illegal signs
3. Information about the waste water permit and the letter the Board signed to be sent to the Congressional Delegation
4. Letter from the EPA to the towns and cities within the Coalition talking about their review (lengthy technical memorandum also included)
5. Email from the Exeter Sportsmen's Club. They would like to give their annual report to the Board of Selectmen on April 25th.
6. Board, Commissions & Committees application from Ms. Renee O'Barton for the Exeter Housing Authority. Mr. Dean's office will schedule an interview.
7. Email from an organization called GoRail interested in meeting with community leaders on important transportation issues
8. Letter from TitlePro regarding research on a retaining wall located off of Water Street.

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Mr. Dean said that the Green Bean was interested in doing some expansion awhile ago and some questions were raised during cursory research about the ownership of the retaining wall. TitlePro was commissioned to do a title search on this. The outcome of the research was a determination that the Town does not own it. This information has all been placed in the Town Clerk's office as it is an important part of the permanent record.

9. Email from Town Planner Ms. Von Aulock regarding the scheduling of a multi land use board and committee meeting

10. Request from Wayne Patten for signage for his bee and honey business. It was decided that this will be an agenda item for next week's meeting.

11. Letter from Marc Carbonneau regarding the expiration of his current ZBA term of service expressing his interest in continuing on as an alternate member

12. Email from Mr. Berube of the DPW regarding the water main flushing which was discussed previously this evening

8. Review Board Calendar

The Board of Selectmen will have a special work planning session on Saturday, April 2nd at 8:00 am. The next regular Board of Selectmen meeting will be Monday, April 4th at 7:00 pm.

9. Adjournment

Selectman Quandt moved to adjourn, seconded by Selectwoman Gilman. Vote: Unanimous

The Board stood adjourned at 9:02 pm.

Respectfully submitted,

Jennifer Mancinelli
Recording Secretary