

1. Convene the meeting.

Chairman Campbell convened the Board at 7:00PM in the Nowak Room. Also present: Lionel Ingram, Paul Binette, Robert Eastman, Joseph Pace and Town Manager George Olson.

2. Minutes of Selectmen's meeting of December 13, 2004.

Mr. Binette moved to accept the minutes as submitted; second by Mr. Ingram. VOTE: Unanimous.

3. Action on Town Meeting warrant articles.

The Board acted on the warrant articles as follows:

- 1) Bond for new water treatment plant: No final dollar amount is yet available. The vote will be taken at the Board's January 3rd meeting.
- 2) Operating Budget of \$15,760,121, with a default amount of \$15,052,819. The Board held off the vote till January 3rd as they have not had a chance to view the DRA paperwork. Mr. Eastman noted he may wish to add or delete items that total the amount.
- 3) *To see if the Town will raise and appropriate, through special warrant article, the sum of \$170,000 to supplement line item "2582-Contracted Paving", as shown in the Town's operating budget, for the purpose of rebuilding and/or paving Town's streets and roads.*

Mr. Pace noted "vote to" should be added after "the Town". Mr. Binette asked if this was for rebuild or pave and do we have a list? Mr. Olson remarked it was part of the CIP and regular rotation. He will provide a list to the Board. Mr. Pace noted this gives the option to the voters on whether to continue with the whole project, over the \$90,000 currently in the proposed budget. ***Mr. Ingram moved to support the article; second by Mr. Pace. VOTE: Unanimous.***

- 4) *To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$140,000 for the purpose of repairing exterior brick and brownstone at the Town Hall.*

Mr. Eastman explained he will not support continuing to beautify the Town Hall when there are health problems in the Court and the Town Office that need to be addressed and our responsibility. The area in front of the Court House doorway does need work but pointing the whole building is not necessary. Mr. Campbell noted the State is moving the Court to Brentwood and proposing to build a new court house. Mr. Eastman suggested this is the time to begin planning to relocate some of our offices there, so we should deal with the problem.

Mr. Ingram asked if the problem at the Court was noted in a report and what are the suggestions. If they leave, would the Town consider moving offices, such as the Town Clerk, to that space and should we have a warrant article to bring the area up to standards. Mr. Olson noted there is no health issue at the Chamber of Commerce, the adjoining offices. The health issue was identified as excess carbon dioxide – the absence of fresh air and too many people in that space. The HVAC system proposed to handle the situation would be roughly \$40,000. However, if the Court vacates the area

and the space is occupied with 5-6 people, the problem may not be an issue. It is a function of the population in that small area – no other problems have been found.

Mr. Binette noted it is embarrassing to have known of the problems for years and nothing has been done, having spoken with a Hampton Selectman and made comparisons of the two courts. The Town needs to handle the health problems. Mr. Campbell reiterated the only problem is shown to be in the Court area and that is caused by too many human beings packed into a small space. Mr. Binette stated the Town should also consider rectifying the noise from the heating system, noticed during the public interviews with the perspective Town Managers.

Mr. Eastman stated some \$937,903 has been spent at that building since 2000, including \$199,445 in emergency repairs not appropriated, and none of the expense has addressed air quality – only exterior beautification. Mr. Campbell reminded the board the air quality issue just arose. **Mr. Pace moved to endorse; second by Mr. Ingram. VOTE: 3-2.** Mr. Olson asked the Board how they wished the wording to reflect the votes: “a majority of the board” or to show the actual vote. Board stated they wanted as last year, with the numbers shown.

- 5) *“To see if the Town will vote to raise and appropriate, *** from the general fund to be placed in the Ambulance Expendable Trust Fund. This amount is equal to the revenue raised in 2004 from ambulance transports specifically for the Ambulance Trust Fund. Passage of this article will not impact the tax rate.”*

Hold vote till January 3rd meeting.

- 6) *To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$100,000 for the purchase of a portion of a parcel of land off the Epping Road, specifically referred to as Map 47, Lot 8, to be used as a site for the construction of new Fire Department facilities. (The Board of Selectmen recommends this appropriation.)*

Mr. Eastman moved to support; second by Mr. Ingram. Mr. Pace expressed concern over the language noting “new” facilities may lead voters to believe this is a done deal. The line is amended to read “..., to be available as a site for the construction of future Fire Department facilities.” **VOTE: Unanimous.**

- 7) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$100,000 for the purpose of a detailed study of building use options for the Town Office Building, to include remediation of lead and indoor air pollution, analysis of current functions, space needs, preliminary designs and cost estimates for suggested solutions, including possible use of the Town Hall. (The Board of Selectmen recommends this appropriation.)”*

Mr. Ingram moved to support; second by Mr. Pace. VOTE: Unanimous.

- 8) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$80,000 to complete the replacement of storm windows at the Town Hall. (The Board of Selectmen recommends this appropriation.)”*

Mr. Eastman moved to support; second by Mr. Ingram. VOTE: Unanimous. This is the last phase to complete the project .

- 9) *"To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$77,000 for the purpose of purchasing a sidewalk plow to replace the Department of Public Works' 25 year old sidewalk plow. (The Board of Selectmen recommends this appropriation.)"*

Mr. Binette moved to support; second by Mr. Pace. VOTE: 4-1. (hyphen between 25 & year)

- 10) *"To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$72,080, to be added to the previously established Town Retirement Sick Leave Expendable Trust Fund, and to authorize the Board of Selectmen to expend monies from said fund. (The Board of Selectmen recommends this appropriation.)"*

Mr. Pace moved to approve; second by Mr. Ingram. VOTE: Unanimous.

- 11) *"To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$61,500 for the purpose of constructing a fire rated stairwell in the Town Hall, making repairs to the Town Hall floor and stage and replacing carpeting in the District Court. (The Board of Selectmen recommends this appropriation.)"*

If the District Court leaves, Mr. Campbell noted we don't need to expend those funds related to the carpet. Mr. Eastman asked how many times the Town was going to fund the carpet – in '02, '03 and '04. Mr. Olson stated '04 funding was deleted due to the default budget; Mr. Eastman disagreed. Mr. Noyes was not present to answer questions regarding this, as the Department Heads were present at the last meeting to answer and none asked. Mr. Binette stated he did not want to hear "why didn't you ask this last week" again. The meeting was not televised last week and the voters may have the same questions and, after review, he feels more discussion is needed.

Mr. Pace moved to support; second by Mr. Ingram. VOTE: 3-2.

- 12) *"To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$55,000, of which \$20,000 will be paid out of private funds, for the purpose of making improvements to the intersection of Hampton Road and Holland Way. (The Board of Selectmen recommends this appropriation.)"* **Mr. Pace moved to support; second by Mr. Ingram. VOTE: 4-1.**
- 13) *"To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$50,000 for the purpose of purchasing a Fire Department Command Car to replace the Department's seven year-old SUV. (The Board of Selectmen recommends this appropriation.)"*

Mr. Eastman again questioned this purchase, noting only 73,000 miles on this 5-year old vehicle to be replaced. Though there is a problem with the transmission, once repaired it should go for another 70,000 miles. The Chief has stated the new vehicle will be used to haul people but that can be accomplished with their new truck. Mr. Binette asked about the extended warranty he had questioned last week. Chief Comeau stated there is none and local dealers noted these are done on a case-by-case basis. Municipal vehicles do not get the same review as private citizens due to their excessive use.

Mr. Pace stated the current vehicle does not work for what it is needed and he feels the department made the case to him; they should also be able to make the case to the voters. Chief Comeau stated it will stay in the fleet and once not used for emergencies, will be passed down to other departments. Mr. Pace suggested a better deal would be to trade. Mr. Ingram reiterated the use of this new vehicle would save the liability and use of sending out a larger fire truck. The mistake was made when this smaller SUV was purchased and we shouldn't make another and not get this vehicle. In response to Mr. Eastman's question about the truck, Chief Comeau noted it is a Ford 350 4-wheel with double cab pick-up and hauling capabilities. Chief Comeau stated it is a scheduled replacement and serves as the office in the field. It will tow trailers and carry personnel.

Mr. Binette stated the continuing problems with rebuilt transmissions and agrees with the newer purchase but the old car should go. The general consensus of the Board, if approved, is they want the current truck used as trade. **Mr. Pace moved to support; second by Mr. Ingram. VOTE: 4-1.**

- 14) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$44,000 for the purpose of purchasing a 1-ton truck to replace the Parks and Recreation Department’s ten year-old ¾ ton truck. (The Board of Selectmen recommends this appropriation).”*

Mr. Ingram asked if this could wait? Mr. Olson reported the second gear went today. **Mr. Eastman moved to support; second by Mr. Ingram. VOTE: Unanimous.**

- 15) *“To see if the Town will establish a Municipal Transportation Improvement Fund to assist the community in supporting, wholly or in part, improvements to the local and regional transportation system as set forth in RSA 261:153 VI. This will be a capital reserve fund whose proceeds are to be used to fund, or partially fund through matching grants, eligible local transportation projects such as parking improvements, public transportation, roadway improvements, traffic management, signal upgrades, and development of new bicycle paths and sidewalks. Furthermore, to name the Board of Selectmen as agents to expend from this fund.”*

No funds are involved, so no statement is required. Mr. Eastman asked if it should show parenthetical support as the Board will act as agents when the money is in the fund. Mr. Olson noted minutes will show the Board supported the action but cannot make the statement, however the Legislature will this year, hopefully, change the language to show support.

- 16) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$40,000 for the purpose of purchasing and installing three “pay and display” parking pay stations to be located in the Town Parking lot between Water and Bow Streets. Revenues from the parking pay stations to be placed in the aforementioned Municipal Transportation Improvement Fund. (The Board of Selectmen recommends this appropriation.)”*

Mr. Ingram moved to support; second by Mr. Pace. VOTE: 4-1.

- 17) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$37,000 for the purpose of purchasing a “hotbox” for storing and transporting hot top to replace the Department of Public Works’ 10 year-old hotbox. (The Board of Selectmen recommends this appropriation.)”*

Mr. Eastman moved to support; second by Mr. Ingram. VOTE: Unanimous.

- 18) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$28,000 to repair the roof of the Town’s Park and Recreation Building. (The Board of Selectmen recommends this appropriation.)”*

Mr. Ingram moved to support; second by Mr. Eastman. VOTE: Unanimous.

- 19) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$25,000 to expand the parking at the Recreation Park. (The Board of Selectmen recommends this appropriation.)”*

Mr. Binette asked to where they plan to expand. Mr. Olson noted a portion of the grassy area and part of the current driveway. **Mr. Pace moved to support; second by Mr. Ingram. VOTE: Unanimous.**

- 20) *“To see if the Town will vote to raise and appropriate, through special warrant article, the sum of \$25,000, to redesign the entrance to the Public Safety Complex, to address problems of freeze and thaw damage to the roof, footings and metal supports for the glass at the entrance to the Complex. (The Board of Selectmen recommends this appropriation.)”*

Mr. Pace moved to support; second by Mr. Binette. VOTE: 4-1.

Articles 21 through 25 were supported by vote at the last meeting.

- 26) *“Shall the Town vote to authorize the Board of Selectmen to appoint replacements to the Exeter Budget Recommendation Committee to fill unexpected vacancies during an elected term due to resignation or illness?” No vote required.*

- 27) *“To see if the Town will vote to establish a Recreation Revolving Fund pursuant to NH RSA Chapter 35-B-2. The money received from fees and/or charges for recreational programs established by the Town of Exeter Parks and Recreation Department, and donations to it, shall be allowed to accumulate from year to year, and shall not be considered to be part of the Town’s General fund unreserved fund balance. The Town Treasurer shall have custody of all monies in the fund, and shall pay out the same only upon order of the Board of Selectmen. These funds may be expended only for recreation purposes as stated in NH RSA 35-B, and shall not require the expenditure of other Town funds, which have not been appropriated for these purposes.” No vote required.*

- 28) *“On petition of Frank Manter and others to see if the Town will vote to raise and appropriate the sum of \$45,000 toward the completion of the Swasey Park Pavilion which is to replace the existing stage for town events. This amount will be matched, in kind, by the Friends of Swasey Park Pavilion. (The Board of Selectmen does not recommend this appropriation.)” Vote stands as taken.*

- 29) *“On petition of Leslie Haslam and others to see if the Town will vote to raise and appropriate the sum of \$500 for support of the Adult Tutorial Program of Rockingham County, an agency providing adult literacy, GED prep, Adult basic education, and English as a second language instruction. (The Board of Selectmen does not recommend this appropriation.)” Vote stands as taken.*

- 30) *“Shall the voters of Exeter vote to require the Board of Selectmen and all other Boards conducting public meetings or governmental meetings in Exeter, prior to the commencement of said meeting recite the “Pledge of Allegiance” confirming the loyalty of the speakers to uphold the law of the land, as we know them.” No vote required.*

At this time, Mr. Ingram asked those currently on the Budget Recommendations Committee to contact him, either at home (772-0479) or the office (778-0591), if interested in continuing next year. Also, any other residents interested in serving should call.

Mr. Pace asked Mr. Olson if articles proposed by the Board but with no appropriation needed, could reflect support of the Board. Mr. Olson noted they are restricted to only those warrant articles with dollar amounts shown and no comment is made on others. Unfortunately, petition articles show who proposed them; selectmen's articles do not.

4. Action to encumber funds to 2005.

Those warrant articles with remaining balances requested to be encumbered to 2005 are:

Lantern Lane Sewer Separation	\$115,000.00
Swimming Pool Renovation	\$ 34,477.75
Fire Engine 2 Refurbishment	\$ 21,000.00

Mr. Pace asked if contracts had been entered into. Mr. Olson stated no, but warrant articles may be carried over 1 year after passage and contracts are not needed to proceed. ***Mr. Ingram moved to encumber all three accounts; second by Mr. Pace. VOTE: Unanimous.***

5. Fire Department Reorganization.

Chief Comeau had provided the Board with the attached memo back in August for reconsideration. Since then, however, the employee in the position of Captain has retired and noted this would be a great time post the position at the proposed change. The key item is the new position would be non-union, eliminating what sometimes caused a difficult situation when disciplinary action was warranted. Also, added duties have warranted the increase in salary, but overtime costs will be controlled.

Discussion followed concerning duties vs. those of the current Assistant Chief, with Chief Comeau noting this new position would be third in line, and handle emergency management and training. The Chief stated with the former employee retiring and out of the union, some benefits will be lost, the position will start lower on the scale and, though there will be double in longevity payments, there will be no overtime, so the cost effectiveness is better than projected.

Mr. Pace moved to approve the re-organization of the department, with the Assistant Chief placed in Grade 7 of the Administrative pay scale; second by Mr. Eastman. VOTE: Unanimous.

6. Action to adjust standard mileage rate for use of personal vehicles.

The IRS released information that standard mileage rates for the use of personal vehicles will increase effective January 1, 2005, from 37.5 cents to 40.5 cents per mile. Mr. Olson noted the Board has historically mirrored the IRS rate for the Town. This increase will not cause a significant impact on budgeted figures.

Mr. Binette asked if use of all available town vehicles is exhausted prior to use of personal vehicles. Mr. Olson replied yes, except in circumstances where personal vehicles make more sense, such as the case of the Building Inspector using his 4-wheel drive vehicle for inspections. ***Mr. Eastman moved to approve the change in mileage to 40.5 cents effective January 1, 2005; second by Mr. Ingram. VOTE: Unanimous.***

7. Update on Fire Impact Fees.

The Board has discussed Fire impact fees on several occasions, with the last discussion requesting reviews recommendations from the Impact Fee Subcommittee. The attached memo was provided by Sylvia von Aulock, Town Planner, regarding their conclusions which was to table the discussion till the Fire Department and Board of Selectmen could develop an agreed-upon service expansion.

Discussion followed concerning lost revenues from the growth going on now, resulting in the need in a few years with no funds. Mr. Campbell asked how this differs from the Recreation impact fee with no direct expenditures planned. Mr. Eastman noted the CIP lists their planned projects.

8. Permits:

Phillips Exeter Academy requested the use of Town Hall and stage for their candlelight vigil on January 26th from 6:3-8:30PM. ***Mr. Binette moved to approve; second by Mr. Ingram. VOTE: Unanimous.***

9. Town Manager Items:

- Next meeting is January 3rd;
- For the holiday dates of December 24th and December 31st, the Town's offices will be closed;
- Rubbish & recycling will NOT be delayed these two weeks;
- Tree collection, curbside, will be the week of January 10th on regular collection days. Residents may also dispose of them at the transfer station;
- Winter parking ban is in effect. Appropriate signage is up in the lots. We should learn soon whether the new policy works well or not.

10. Selectmen's Committee Reports:

Mr. Eastman: Planning Board met last Thursday and reviewed Zoning amendments for the Town warrant. The next meeting will be January 16th to finalize those articles agreed to.

Mr. Binette: None.

Mr. Pace: HDC met and discussed membership, or the lack thereof. They are looking for volunteers, particularly if experienced with historic renovation and architecture in general.

Mr. Ingram: Council on Aging met and discussed the on-going concern with taxi costs. The River Committee met and had speakers from the State and FEMA. The Linden Street Re-Use Committee will meet in January to report where the discussion currently stands. The Board's concerns are being met except where the use of the gyms fit in.

Mr. Campbell: ZBA met and discussed an Epping Road change from commercial to residential and its impacts, and concerns at 13-15 High Street.

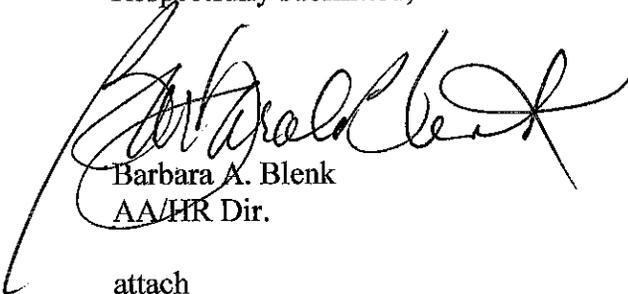
Mr. Campbell thanked the Town Manager Search Committee for their completed work and recommendation. The interviews were conducted in November and residents, employees, department heads and the Board met the three candidates two weeks ago. The Board hopes to have a decision by the end of this month. Members of the Committee include: Chairman Joseph Pace, Chief Richard Kane, Barbara Blenk, Christopher Moutis, Don Briseldon, Gwen English and Todd Selig, Town Administrator of Durham. He also thanked the citizens and employees for their comments.

11. Public Comments; None.

Mr. Binette, on behalf of the Board, wished everyone a Merry Christmas and Happy New Year.

Mr. Pace moved to resume in a non-public session per RSA 91-A for discussion of a personnel matter; second by Mr. Ingram. Roll call: 5-0. Time: 9:00PM.

Respectfully submitted,



Barbara A. Blenk
AA/HR Dir.

attach