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BOARD OF SELECTMEN

MINUTES

JUNE 2, 2003

1. Convene the meeting.

Chairman Binette convened the Board at 7:00PM on the above date. Board members present included Mr. Binette, William Campbell, Lionel Ingram, Robert Eastman and Joseph Pace. Also present: Town Manager George Olson.

2. Minutes of the Board of Selectmen's meeting of May 12, 2003.

Mr. Pace moved to waive the reading of the minutes and to accept them as submitted; second by Mr. Campbell. VOTE: Unanimous.

3. Bid openings: Gutters & down spouts at Town Hall.

The bid received at the last meeting was not opened and the project was re-bid, due today but we received no more bids. Chairman Binette opened the lone bid from Murphy & Sons, Dover, NH for \$15,700. Mr. Eastman noted the CIP list shows \$25,000 but included other projects related to the Town Hall. He inquired whether the scaffolding for the coordinated projects was included in this price.

In a memo from Kevin Smart, Maintenance Superintendent (attached), he notes the interior piping and high lift equipment, for use with the related projects, will be provided by the Town. The estimate for this project was \$6-8,000. Mr. Binette noted all warranties must be in hand at final payment and are for 24-months.

Mr. Pace moved for the Town Manager to review the bid and report back on how specs are being met; second by Mr. Eastman. VOTE: Unanimous.

4. Bid awards – vehicle wash.

Mr. Olson noted that while this bid looked well over the cost estimate when opened, further review shows the necessary work can be undertaken within budget, by deleting the blower/dryers. The cost for 'Alternate #2' is \$47,266 and provides an air blower system as a dryer upon vehicle exit, as explained in the attached memo from Mr. Smart. He recommends Dzioba Construction Co., Inc., be awarded the bid.

Mr. Eastman stated if we are removing the air blower system we should rebid. Mr. Olson noted no other inquiries were received and we have placed out to bid twice. There has been no other response. Mr. Campbell stated he did not wish to delay the project per EPA requirements. Mr. Eastman feels this is a Cadillac system and there should be alternative ways to handle the issue and, perhaps, EPA could suggest options the Town could pursue. He is not convinced we need this but could find cheaper alternatives. Mr. Ingram noted when an EPA requirement is received, the agency should provide more detailed information on what is required, estimate of costs and whether waivers to timeline are available. He feels if we show them we are committed to the installation but need more time to review options, there would probably be no fine.

Mr. Campbell noted he was sure the Department has investigated all issues but without Keith Noyes or Kevin Smart present to discuss the issue, the Board could not be sure. Mr. Ingram felt with the

approved money in the budget, we should get going on the project noting he was sure Director Noyes has reviewed options. Mr. Pace stated the Board assumes department heads are acting competently and when they explain why and what to accept, the Board should go forward.

Mr. Campbell moved to award the bid to Dzioba Construction Co., Inc. for \$85,000; second by Mr. Ingram. VOTE: 3-1.

5. Final reading on change to Town fee structure – appliance disposal stickers.

Chairman Binette read the change that would increase the cost of appliance stickers from \$5.00 to \$6.00 for each item containing freon. ***Mr. Eastman moved to adopt the new fee; second by Mr. Ingram. VOTE: Unanimous.*** The increase is effective in seven days – June 9th.

6. Execution of Boulder Brook (Brentwood) Sub-division agreement.

Mr. Olson reported Attorney Morse has reviewed the revised agreement and has confirmed the Town's interests are being protected. Additional wording includes: "Upon acceptance of said roadway, Brentwood shall indemnify and hold Exeter harmless from and against any and all manner of claim or damage, which might be brought or maintained against Exeter as a result of Brentwood's failure to perform the winter maintenance described in Paragraph 5 above, including but not limited to, claims that might be brought or maintained by the owner's of the properties situated on such roadway, their heirs, successors, invitees or guests."

Mr. Ingram moved to accept the agreement for the Boulder Brook (Brentwood) sub-division; second by Mr. Pace. VOTE: Unanimous. Chairman Binette asked Mr. Olson to obtain a copy of the minutes of the Brentwood Board of Selectmen's meeting noting their acceptance.

7. Request to over-expend Parks & Recreation overtime account.

Mike Favreau, Parks & Recreation Director, submitted a memo concerning the overtime account in his Parks budget showing only \$500 budgeted. He notes there is excess money in Seasonal Help and requests permission to overspend the overtime by as much as \$1,000 and under expend Seasonal Help. He also noted the totals will be adjusted for the 2004 budget requests, getting them more in line with actual spending. Mr. Olson recommends the request.

Mr. Pace moved to over expend Overtime (12271) and under expend Seasonal Health (12249) for the 2003 season, as per request; second by Mr. Eastman. VOTE: Unanimous.

8. Permits:

- Seacoast Growers requested permission to close the road in Swasey Parkway for the Farmers' Markets on Thursdays from 1:30-5:30 from June 12 through October 9th. **Approved.**
- 'Race to the Beach Relay' requested permission to travel through the Town to the beach on September 13th between 7:30AM and 4PM. Insurance certificates and the Police Chief's route approval are on file. **Approved.**
- Seacoast Wind Ensemble requested use of the Town Hall on December 5th from 7-10:30 for the holiday concert. **Approved.**

9. Town Manager's Items:

- Vision Appraisals are conducting interior inspections and exterior measuring to clean up assessment records in time for the fall tax bill. If residents are not at home they are asked to call them for an appointment. Areas include north of Swasey Parkway and east of Drinkwater Road.
- Flag Day is June 14th and a flag disposal ceremony will be conducted by the Exeter Boy Scouts at Swasey Parkway beginning at 6:30PM. Flags are being collected for their disposal (proper burning ceremony) at Christ Church and the Town Office during regular business hours. Any questions may be directed to Scout Master Mike Yergeau at 772-2631. Mr. Pace asked whether the State Flag could also be included – answer not known.
- Annual Police Auction will be held June 7th at the Simpson Recreational facility on Kingston Road. Viewing is at 8AM; auction starts at 9AM. Cash and checks are accepted. Many items.

Mr. Binette thanked residents and participants for their support of the Memorial Day parade last Monday. He thought it was a very successful parade and ceremony. He thanked Mr. Eastman for his work in coordinating the attendance of the sailors of the USS Annapolis. Also, the parks the parade stopped at (Gale, Town Office) looked terrific and were in great shape. He congratulated the employees of the Parks Department for all their hard work in preparing the parks for that weekend. They did a fine job!

10. Selectmen's Committee reports.

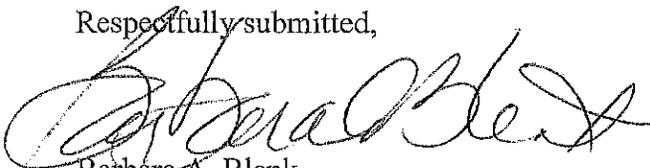
- Mr. Pace: Historic District on June 19th; Master Plan Committee to have a report to the Planning Board on the next 3 chapters.
- Mr. Ingram: the Steering Committee involved with 'what to do with the old schools' met initially to set up a plan of action. They will talk with abutters of the properties, get input from Exeter residents concerning needs, and then talk with the other communities for their input. Their first concern is for the fears and concerns of the neighborhood.
- Mr. Eastman: Planning Board met to discuss RiverWoods and the Hospital and will meet this Thursday to continue discussions.
- Mr. Campbell: Conservation Commission met May 13th for the initial discussion with the High School concerning wetlands impact for the school. The Downtown Historic project met on the 14th and will meet again on the 18th at EHS Science Lecture Hall.
- Mr. Binette: none.

No regular meeting on the 9th; next will be June 16th at 7PM. There will be a work session on the 9th.

11. Public Comments: None.

Mr. Pace moved to adjourn; second by Mr. Eastman. VOTE: Unanimous. Time: 7:35PM.

Respectfully submitted,


Barbara A. Blenk

Memo

To: George Olson, Town Manager
From: Kevin Smart, Maintenance Superintendent
Date: 28 May 2003
Re: Town Hall Roof Downspouts and Gutter Repairs 2003

Pursuant to our April 18, 2003 invitation to bid, I would like to present the following information. The bid specification was written with the intent of repairing the existing gutters. The repair as specified will prolong the life of the gutters to the same life expectancy as the roof shingles (25 years).

Copper gutters of this vintage have soldered joints, and used an acid fluxing system that makes the solder brittle over time. The copper then expands and contracts at a different rate causing cracking and failure of the joint seams. The copper itself has a much longer lifespan. The repair calls for the lining of the existing gutters with a rubber roofing material. The rubber roofing material will be adhered to the inside of the gutter trough forming a continuous, sealed waterway. The repair will correct the water leaking down behind the gutters that is now causing deterioration and rotting of the wood fascia.

Once the gutter leaks are corrected, we find that the existing downspout locations direct the flow of roof water to locations that cause several other concerns. The downspouts on the driveway side of the building (Bank side) occasionally send large amounts of water to the base of the foundation. This becomes a major problem when the water then leaks through the rubble stone foundation and enters the basement of the building. Affected areas are the Boiler Room, soon to be Elevator Mechanical Room, District Court Detention area, Office space and Hallway.

On the opposite side of the building (Water Street) the roof water is channeled once again to the base of the foundation. At this location the water drains onto the sidewalk. Excessive amounts of water have washed out the planting and mulch areas, and cause a safety concern in freezing temperatures as the ice builds up rapidly on the sidewalks.

In an effort to correct these problems two (2) sumps have been installed, one at each end of the building, and are piped directly into the adjacent storm drain catch basins. The gutter outlets will be piped through the attic space to direct all roof drainage to the two (2) new downspout locations thus sending all roof water into the storm drains.

The bid package reflects the most cost effective solution to correct these problems. As a Roofing Contractor it is not a high profit margin job, as there are minimal materials and return in relation to the amount of labor and securities required. In an effort to interest bidders the Town has specified that the interior piping, and the high lift equipment will be provided by us. The lift is due to our need for other work to be accomplished. IE: Eve painting/repair, window restorations. Estimated bid price for "Exeter Town Hall Downspouts and Gutter Repair 2003" is \$ 6,000.00 to \$ 8,000.00.