

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 Matt Quandt, Selectwoman Julie Gilman and Selectman Don Clement. Selectman Frank Ferraro and Town Manager Russ Dean were absent.

2. Public Comment - None

3. Minutes & Proclamations

a. Regular Session Minutes of September 12, 2011

Ms. Gilman moved to table this until next week. Mr. Quandt seconded. Vote: Unanimous

4. Appointments

Ms. Gilman moved to appoint Elise Kesseli as an alternate to the Planning Board for a term to expire in April 2014. Mr. Quandt seconded. Vote: Unanimous

5. Departments Reports – Finance

Doreen Ravell, Finance Director, was present to report on the financial results for the period ended August 31, 2011. Total revenues in the General Fund were only about 53% collected. Some of that has to do with taxes that were billed in the second half, but collections are coming in at a slower rate than is typical. The Water Fund is 84% collected and the Sewer Fund is 95% collected. The total revenue for all funds is 60% collected.

For year to date expenses for the General Fund there was 5.4 million left to spend this year. Total spending as of 8/31/11 was \$10,762,000 which would be 66% spent on the General Fund. It is a little bit out of balance with revenues but they should make that up by the end of the year. On the Water Fund they are 75% spent. Some of the things going on right now are the water treatment plant upgrades and water line replacement. Sewer projects include the Water Street diversion project and sewer line replacement. The Sewer Fund is 63.92% spent with \$625,370 left to spend and 1.1 million spent.

Reporting on the outstanding property taxes from 2011, 95.5% of the taxes have been collected to date which is a little bit above average for typical towns of Exeter's size. There has not been much progress in collecting taxes on the deedable properties. Only 24% of these properties have been paid since they issued deed notifications on June 1st. The balance left to collect on deedable properties as of today with interest is \$282,485. The \$282,485 is not the total amount of taxes due on the deedable properties, but rather only the amounts due on the deedable liens. It doesn't include taxes due on these properties for the years 2009, 2010 and 2011.

As of August 31st, 36% of water and sewer account balances were over 90 days. Total amount over 90 days is \$306,816. They have issued 295 water shutoff notices with customers given until October 4th to come in and pay the overdue balances. Some customers are still behind going back as far as 2008 and 2009. Many payment plans are not being kept up. Those customers who are keeping up with their payment plans are not on the shutoff list. Past history has shown that by the end of the shutoff notice process there are usually only one or two accounts left and these are often vacant properties. Mr. Clement asked if backbilled revenues from the corrective billings are included in the Water and Sewer

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Fund revenues and Ms. Ravell confirmed that they were. He inquired about the potential impact on Water and Sewer Fund revenue if this money is rebated to the ratepayers by the end of the year as is currently under discussion. Chairman Aldrich said that he met with Finance about this earlier today. There are a lot of questions about this and the auditors would have to be brought in to determine how this would be done.

Brandon Stauber, Brentwood Road, asked for confirmation that the collected revenue that is indicated on the report for the water and sewer fees includes the under-billed accounts. Chairman Aldrich confirmed this to be the case and explained that revenues are estimated at the beginning of the year. Ms. Ravell explained that what they are seeing on the revenue report is water and sewer revenues billed but not necessarily collected.

6. Discussion/Action Items

a. New Business

i. Ordinance Amendment: Chapter 18 Life Safety

Mr. Aldrich explained this addition to Chapter 18 requiring those buildings with an automatic fire alarm system / automatic suppression system including sprinkler systems, standpipe systems, kitchen hood and duct systems and/or firefighter elevator recall to be provided with an emergency access key vault (Knox Box). Cost for the required key vault shall be the responsibility of the building owner. This is now the third time they have talked about this proposed amendment.

Mr. Quandt moved to adopt Chapter 1803. Mr. Clement seconded. Vote: Unanimous

ii. Ordinance Amendment: Chapter 13 Fire Safety Regulations

Mr. Aldrich explained the proposed amendment to Chapter 13 which would delete all current language regarding unvented space heaters and add language regarding pre-manufactured building components or truss systems. This is to require that the exterior identification of all structures within the Town of Exeter that utilize lightweight wood, wood truss, steel truss, composite truss and/or any other pre-manufactured material as a method to construct, renovate or alter any section of a structure or multiple dwelling unit. The truss identification emblem will be provided to the building owner by the Exeter Fire Department at no cost. Mr. Clement pointed out that this does not include single family residential homes. Chief Comeau confirmed that they are pursuing a grant for the signs and explained that the grant cycle usually starts around the first of the year for fire prevention.

Mr. Quandt moved to add 1301 to 1303 pre-manufactured building components trusses ordinance to Chapter 13 and delete all current language regarding unvented space heaters in 1301 to 1310. Mr. Clement seconded. Vote: Unanimous

iii. CIP Project Reviews

Fire Chief Comeau gave a power-point presentation to provide a quick review of the Fire Department's 2012 CIP projects. The five proposals for 2012 are: 1) Rescue 2 ambulance replacement 2) replacement of Ladder 1 3) replacement of the fire prevention car 4) staff car 1 replacement 5) some work on development of Station 2.

The Rescue 2 ambulance has been in service for 7 years now. The department responded to 1,750 emergency calls in 2010. This is a lifesaving emergency vehicle that must be reliable and able to respond on time. Their response time averages around 4 minutes from the time they receive the call notification to the time that they arrive at the home. Based on engine hours today this ambulance has approximately 200,000 miles on it. Repair costs are increasing. It is out of service more often leaving

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the Town with only one ambulance or having to rely on mutual aid to respond to emergency calls. To date they have lost over \$39,000 in revenue to outside communities coming in to respond to mutual aid calls.

The next CIP item is replacement of Ladder 1. Ladder 1 is one of the most important fire trucks to the community. Its duties include life saving, performs rescues, carries tools and ground ladders and flows a large volume of water. The ladder responds to all hydrant district alarms and to high life hazard buildings, such as the PEA dorms, Exeter Hospital and the schools. Year to date they have spent over \$15,000 on repairs and inspections. The truck has to be inspected every year. Life to date maintenance on this vehicle is at \$74,000 and there are \$25,000 worth of repairs waiting for 2012. To reduce the cost of a replacement vehicle they are going to be looking at a stock truck. They are going to look at what is on the assembly line today to see what they can get for a much better cost. Current nonbid estimate is \$855,000. Trade in allowance is estimated right now at \$15,000.

The fire prevention car has over \$120,000 miles on it. It is a Ford Explorer used daily for public education and inspections. It also responds to emergency and medical calls. They have been advised by the people who do the inspections not to bring it back next year because it won't pass. To date they have spent over \$8,600 in repairs and it is overdue according to the Fleet Study. They are looking to replace it with a smaller vehicle around the size of a Ford Escape which will still carry the items needed but which will get better fuel mileage and be easier to park in the downtown area. Escapes are approximately \$20,000 on the State Bid List right now.

The staff car was purchased used and currently has about \$75,000 miles on it. It is at the end of its useful life as an emergency response vehicle. They feel that it would still make a good fleet vehicle for the community. They would like to replace it with a similar vehicle.

CIP goal for Station 2 for 2012 would be to do a survey of the property. With the Board's support they would like to form a committee to recommend the scope, design and construction cost of a second fire station. Chief Comeau showed examples of some recently built fire stations in the area. Chairman Aldrich asked what the amount of money is that they would be looking for in this warrant article for Station 2 for this upcoming year. Chief Comeau replied that it would be for \$30,000. The idea would be to form a committee and have a number for construction by March of 2013 based on the design that they get for the \$30,000. Chief Comeau said that they have talked to a number of people that can do the design work and the \$30,000 is a good round number.

A brief discussion ensued about these proposed Fire Department CIP projects. Mr. Clement commented that the discussions of the second fire station have been about a substation and the designs shown this evening look a lot bigger than a substation. Chief Comeau said that the current facility was built with federal money in 1979. They outgrew it in about 10 years. They are looking to have something that will support the community for more than 10 years before they outgrow it again. They still have about a half million dollars worth of very technical equipment sitting outside of the Fire Station in trailers. There are a number of options available and that is the importance of having a committee that can really look at these.

Arthur Baillargeon asked what the timeline would be for construction of the new station. Chairman Aldrich said that the idea is that the construction would be on the ballot in 2013. Mr. Baillargeon asked if there would be numerous meetings on this because he feels that much study should be done. Chairman Aldrich asked what the consequences would be of either not putting the ladder truck on the warrant or of the warrant article failing and also what the differences would be if they took a stock truck

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off the assembly line instead of having one designed. Chief Comeau said that ladder trucks have to be built to the same standards as fire trucks and because National Department of Transportation standards have changed the trucks have changed. Today you cannot buy a truck that is 49,000 lbs that does not have ten wheels or two rear axles. The two rear axles are required for braking strength and braking power which is the difference that you will see in this new truck. It will also have a pump which the current ladder truck does not have. They would be buying a stock truck with more capabilities than they currently have today and which will require less manpower to run. Chief Comeau said that they have spent approximately \$15,000 this year on normal maintenance and inspections for the current truck which is getting older. They know that \$25,000 in additional repairs will be needed for next year and this would have to be added to the maintenance budget. Ms. Gilman asked if they would consider a lease/purchase on this truck. Chief Comeau said that they would recommend a 10 year bond for this vehicle due to the high price tag. Life expectancy of the truck is up to 20 years.

Renee O'Barton asked how much of the \$15,000 spent this year was for inspections that would also have to be done on a new vehicle versus amount spent on repairs. Chief Comeau replied that the normal fire truck state inspection process costs about \$900 per year. They also are required to do an annual pump test after the first year of service. Annual inspection cost of a new vehicle would be expected to be around \$3,500 to \$4,000 per year for the first 10 years of its life. Arthur Baillargeon asked if there is literature available on this truck so people can see what the Town would be getting for its money. Chairman Aldrich replied that more detailed information would be available as they get closer to Deliberative Session and the vote. Chief Comeau said that if this CIP item moves forward through the process they would begin the selection and bid process in October /November and have that information around the first of the year.

Selectman Clement asked if the \$175,000 cost of ambulance 2 would come from the ambulance revolving fund. Chief Comeau said the cost of ambulance 2 would be funded by the taxpayers. At the current time the balance in the ambulance revolving fund is only about \$40,000. It is their hope to re-establish the ambulance revolving fund and they are in discussions with the manager on that now to talk about options. With regard to the replacement staff car, Mr. Clement questioned whether or not they really want to add another Crown Vic to the Town's current fleet of vehicles. Chief Comeau said that the other option would be to use it to offset the costs as it would have some value as a trade-in. Mr. Clement asked if this vehicle had to be a 4 x 4 and Chief Comeau replied that this was necessary due to the storms that the Town has.

b. New Business

i. Second Reading: Crestview Drive Speed Limit

Chairman Aldrich explained that this was the second reading of a proposed change to a Town Ordinance to add Crestview Drive to the list of streets with a speed limit of 25 MPH. He invited comments and there were none.

7. Regular Business

a. Bid Openings - None

b. A/P and Payroll Manifests

a. Accounts Payable and Payroll Manifests

Mr. Clement moved to approve an accounts payable warrant for checks dated 9/16/2011 in the amount of \$ 103,400.85. Ms. Gilman seconded. Big Ticket items: payment to the City of

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Portsmouth for consulting, \$15,000 to NH Municipal Bond for an Epping Road water tank payment. Vote: Unanimous

Mr. Clement moved to approve a weekly payroll warrant for week ending 9/11/11 for checks dated 9/14/2011 in the amount of \$ 157,056.33. Mr. Quandt seconded. Vote: Unanimous

c. Budget Updates - None

d. Tax Abatements & Exemptions - None

e. Water/Sewer Abatements - None

f. Permits - None

g. Town Manager's report

Mr. Dean was not present. However, Chairman Aldrich stated that it was necessary to approve the lease for the SCBA equipment for the Fire Department which was approved at the Town meeting in the approximate amount of a \$66,000 annual payment. They have a lease at 2.49% and the payment will only be \$49,000 which is a savings of about \$17,000 per year. Doreen Ravell explained that the Finance Department spoke to several different companies to get the most competitive and the one that came in the best at 2.49% was Tax Exempt Leasing Corp. The annual lease payment would be \$48,600.63 for 5 years.

Mr. Quandt moved to approve the lease with Tax Exempt Leasing Corp. Ms. Gilman seconded. Vote: Unanimous

Mr. Aldrich announced that they have received the copy of the draft ballot for the Special Town Meeting bases upon the Deliberative Session held this past Saturday. There are some questions about it which need to be researched. There will be more to come on this at a later date. Last week the Town received the bill from Muni Law Group which represented the citizens that sued the Town. Bill amount is \$10,453.81. Town Counsel has reviewed the bill and advised that that it seems reasonable.

h. Legislative Update – None

i. Selectmen's Committee Reports

Selectman Quandt had nothing to report.

Selectman Aldrich said that the Conservation Commission met last week. It was a work session to discuss the Natural Resources Inventory and the Forestry Management Plan for the town forest. Kristen Murphy will be representing the Conservation Commission at next week's meeting regarding the Raynes Farm CIP project. The Arts Committee opened their new show on The Vision and The Word. It will run on Saturdays and Sundays this weekend and next weekend at the Town Hall from Noon to 4 pm.

Selectwoman Gilman said that they do not recommend the last bid they received for the solar array power purchase agreement. The State has offered an additional \$50,000 towards that project. They would have to go out to bid again. They were planning to leave the requirements as they were but would be able to put another \$50,000 toward the cost. Chairman Aldrich said they can add this to next week's agenda. The building of this would be at no cost to the taxpayers of Exeter. The only cost

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would be the payment for the energy. The EDC had a visioning session. Consultants came in and did the facilitation. It was very well done and they established some goals. One of the goals is to come up with an advertising campaign for the Town. Next EDC meeting is September 26th. She attended the Great Dam Removal meeting. It was very interesting because it summarized all of the work done through the Exeter River Study Committee.

Selectman Clement attended the Water and Sewer Advisory Committee meeting last week. They had a presentation on the Jady Hill I/I reduction potential project and a presentation on Water and Sewer CIP projects for 2012. There is a River Study meeting on Thursday.

j. Correspondence

1. Email from Town Planner Ms. Von Aulock to the Town Manager and Chairman Aldrich which is a copy of the negotiated agreement that was reached between Riverwoods and Pickpocket Road residents. It is going back to the Planning Board.

2. Email from Ms. St. Onge regarding the groundwater treatment plant and the discussion that the Board of Selectmen had last week as part of the CIP project review regarding the impact it would have on the Gilman Park neighborhood.

8. Review Board Calendar

The next regular Board of Selectmen meeting will be Monday, September 26th at 7:00 pm.

9. Public Comment

Mike Ward, a 10 year Exeter resident, commented on proposals under discussion currently to charge for parking in Exeter. He feels that if the Town is going to charge for parking it must be fair. The proposal to beautify the Town has been poorly researched, is anti-business, anti-worker, anti-stupid and does nothing for this Town. Commuters will go away to other town's stations if the cost of parking gets high enough. Chairman Aldrich said that this discussion is far from over and they have received a lot of feedback to date on this.

10. Adjournment

Mr. Quandt moved to adjourn, seconded by Ms. Gilman. Vote: Unanimous

The Board stood adjourned at 8:25 pm.

Respectfully submitted,

Jennifer Mancinelli
Recording Secretary