

## Final Minutes

### Exeter Board of Selectmen Meeting

April 29, 2013

#### **1. Call Meeting to Order**

Chairman Don Clement called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chairman Dan Chartrand, Selectman Frank Ferraro, Selectwoman Julie Gilman, and Selectman Matt Quandt. Town Manager Russell Dean was also present.

#### **2. Public Comments**

Jerry Hamel, from Little Pond Lane, talked about elderly exemptions. He said there have been a lot of articles about this in the newspapers lately and he has been following it. He said there are a lot of elderly people in this area and the exemptions are needed. He is trying to gather more information about it. He spoke in front of the Board to ask if the town would like to join him to see if they could get something going on this matter. The Board asked Mr. Hamel to gather more information and come back when he does so and he said he would.

#### **3. Minutes and Proclamations**

##### **a. Regular Meeting: April 15, 2013**

Russell Dean said finance told him there was a warrant that the Board approved, that was dated April 5, 2013, that was left off and suggested holding the minutes until that was added.

The following amendments will be made to the minutes:

- Page 5, last paragraph, change "Planning Department" to "Conservation Commission"
- Page 1 under the Public Comments, third paragraph, change "residence" to "residents"
- Page 8 under Permits, fourth paragraph, change "FGWC" to "EGWC"

A Motion was made by Selectman Quandt and seconded by Selectman Ferraro to accept the minutes as amended. Motion carried – all in favor.

Russell Dean stated they were going to wait on proclamations.

#### **4. Appointments**

No appointments.

## 5. Discussion/Action Items

### a. New Business

#### I. **2013 Town Warrant Article 35**

Chairman Clement gave an explanation as to what Article 35 was and opened the discussion up for public comment.

Dennis Brady spoke on behalf of Mrs. Gail Ferraro. She asked him to urge the Board of Selectmen to honor the 944 votes cast in favor of reopening this position.

Don Woodward said he thinks it is a great idea and it would be a great benefit to cross-train someone for the position.

Harry Thayer of the Budget Recommendations Committee gave a history of the clerk position. He talked about some options Russell Dean had previously given. He said the Budget Recommendations Committee voted yes on moving the receptionist to the finance office, saying it would save money. He thinks it is the right decision and urged the BOS to stay the course.

Mr. Baillargeon does not think the town is doing well. He talked about how during the snow storm this past winter his roads were very slippery. He called Public Works and the town office multiple times only to get an answering machine. He stated he does not know why his street is treated so badly.

Bryan Reset gave figures saying 59% of the town's voters voted yes on Article 35. He said these voters should not be ignored.

Chairman Clement closed the public comment and brought the discussion back to the Board.

Chairman Clement talked about different tasks in the town and who does them, i.e. trash bags are sold by Department of Public Works, etc. He went on to say the Collection Specialist is a full-time position, so one individual cannot do both sets of duties. Chairman Clement does not say yes to this Article.

Vice Chairman Chartrand said he would approach Article 35 in a "humble mode". He said he thinks the employees of the town should listen to the voters; however he regretfully rejects the solution offered.

Selectwoman Gilman said she has reservations to the solutions offered because she is concerned that the employee job could be changed by the legislative body. She stated she agrees with Chairman Clement and does not support Article 35.

Selectman Ferraro said he has been waiting for this issue to come up. He corrected Chairman Clement stating the collection specialist is actually a part-time position. He went on to give some history of the positions and relay some information from prior minutes. He quoted the town manager in saying that there would be “no additional cost with this change.” Selectman Ferraro said the sole purpose of the Board of Selectmen, and all town employees, is to serve the town. He says the townspeople communicate with the town in all different ways. He said the most powerful thing that the residents have is the ability to vote. It has been mentioned before that not many residents vote because they don’t feel their votes really matter. Selectman Ferraro moved to immediately implement Article 35. Lack of second. Motion failed.

Selectman Quandt suggested improving customer service to the residents. Chairman Clement said they are going to keep making improvements. Vice Chairman Chantrand said he appreciates the way the clerk’s office has been giving customer service and interacting with the public.

## **II. Remedial Action Plan Update – Sportsmen’s Club**

Mr. Ken Berkenbush, Assistant Fire Chief/Health Officer, talked about a water quality testing project. He said he has \$6,500 in the budget to complete this project and he is going to run out of money before it is over. He provided a handout with a proposed scope of work, breaking into three sections. He showed a map to this effect for all. This map was pointing out all the places that have not been tested for lead and/or has a high concentration of lead. Mr. Berkenbush informed the Board that he will have enough money to do the actual testing, but does not have enough for surveying and gridding the areas.

Chairman Clement asked if this testing could be done before the fishing derby next month. Mr. Berkenbush replied that he has sent a letter to URS so he was hoping to have it done before then.

Mr. Berkenbush said the working estimate for surveying is \$3000. He said by using a company that he has used before should save money and time because they already have information and are familiar with the area.

Mr. Berkenbush is asking the Board to provide funds for surveying.

Mr. Dean provided a memo to the Board explaining where the funds could be taken from.

A Motion was made by Selectman Ferraro and seconded by Selectman Quandt to move \$1,000 from the Boards Consulting Line and \$2000 from the Planning Studies Project into the water testing line. Motion carried – all in favor.

Joe Kenneth Jr., President of the Exeter Sportsmen's Club, stood in front of the Board to give his opinion about the testing. He said there has been no change to the area since he became President. He gave a history of land. He said that in 2003 wells were put in at the club. He suggested looking at the results, stating there was bad science in the results. He went on to tell the Board they should take a hard look at whether or not these tests need to be done. He gave many examples saying no test has shown lead in the water. He talked to the Board as a taxpayer asking if all this money needed to be spent on this, and as a club owner saying it may be beneficial.

### **III. Quarterly Financial Report – Finance Department**

Doreen Rebel, Finance Director, spoke about the towns finances. She gave a clarification of accruals on the books. She then gave a report on the revenues of the town, saying the general fund was 6% in at this point. She reported that the sale of deeded property has brought in \$108,978 in the first quarter. She said property taxes have will be billed soon and those revenues will be on her next report. She said the water fund revenue is in 23% at \$540,000 and the sewer revenues are in 23% at \$531,837.

Ms. Rebel then spoke about the revolving funds, reporting that the cable tv fund has an expected revenue of \$108,000 for this year. She said there has been a change in the recreation revolving fund, reporting that the parks and recreation director asked her to add \$85,000 because of the Powder Keg Festival.

Ms. Rebel went on to report that the Ambulance Revolving Fund was projected at \$449,000 for the year. Selectman Ferraro asked what the revenue was last year. Mr. Berkenbush answered that is was around \$439,000. Selectman Ferraro said that this year's revenue was sort of a low ball of revenues. He said the Board was told it would be a much higher revenue and stated that it has not increased much. He went on to say he doesn't like seeing numbers coming in that are "easy gets". Vice Chairman Chartrand stated that in budgeting he hopes they strive for accuracy.

Ms. Rebel went on to give the year-to-date expenses, saying the general fund was at \$3.514 million, water fund is 16.97% expended, and the sewer fund is %18.31 expended, totaling \$4.382 million. She reported that the Portsmouth Avenue monies will come in in late July.

Ms. Rebel said the water and sewer receivables are coming down from 24% to 20%, so that has been doing well over the last year. Selectman Ferraro informed that there is one account that accounts for most of this figure. Ms. Rebel agreed and Mr. Dean stated he has reached out to this account in a more aggressive manor.

Chairman Clement asked if they were on track. Ms. Rebel replied that they are tracking better.

#### **IV. IRS Mileage Rate 2013**

Doreen Rebel talked about employee mileage rate. She asked the Board to talk about mileage at least once a year.

Chairman Clement talked about increasing the mileage rate.

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to increase the reimbursement rate to 56.5 cents per mile. Motion carried – all in favor.

#### **b. Old Business**

##### **I. Bid Award- Sewer Vector Truck**

Mr. Dean asked to delay because there was no one in attendance from Department of Public Works. Chairman Clement concurred.

##### **II. Public Health Grants**

Ken Berkenbush passed out a handout about the Regional Public Health Network Service grant. He said the Town of Exeter has been getting this grant for about 10 years. He said the grant has changed. He informed the Board that DHHS is trying to create a Public Health region. In order to receive the grant he also had to take on Substance Misuse. United Way has been doing this for years so he talked with them about it. So he put the grant in jointly with the Town of Exeter as the fiscal agent. He went on to say there are two divisions. The first is Public Health Emergency Preparedness with a grant total of \$86,071 of which the town would receive 11%. The second is the Substance Misuse Prevention Program with a grant total of \$65,380 of which the town will get \$3,000 in indirect funds. The yearly annual total is \$151,451.

Mr. Dean said a few years back when they first entertained this grant he wasn't sure how long it would last. He is happy to see it succeeding.

Mr. Berkenbush said he would like to push through for the next two years. A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt that the Town of Exeter accepts the Regional Public Health Service Grant for 2013-2014 and 2014-2015. Each year's annual total shall be \$151,451 with 11% or \$8,500 from the Public Health Preparedness section for indirect costs. And that \$3,000 dollars for

indirect costs come from the Substance Misuse Prevention and Related Promotion section. The grant total for both years shall be \$302,902. Motion carried – all in favor.

### **III. Committee Appointments 2013**

#### **Cable TV Advisory Committee**

A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt to appoint Nancy Belanger for term ending April 30, 2016. Motion carried – all in favor.

#### **Conservation Commission**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Peter Richardson, Kevin Keaveney, Alyson Eberhardt, Jason Gregoire, and Robert Field for term ending April 30, 2016. Motion carried – all in favor.

#### **Council on Aging**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Diane Kollmorgen for term ending April 30, 2016. Motion carried – all in favor.

#### **Exeter Arts Committee**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Karen Noonan for term ending April 30, 2016. Motion carried – all in favor.

#### **Exeter Economic Development Commission**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Len Benjamin, Barry Sandberg, and Cynthia Tokos for term ending April 30, 2016. Motion carried – all in favor.

#### **Exeter Housing Authority**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint George St. Amour for term ending April 30, 2016. Motion carried – all in favor.

### **Exeter River Study Committee**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Peter Richardson and Frank Patterson for term ending April 30, 2016. Motion carried – all in favor.

### **Heritage Commission**

A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt to appoint Peter Smith for term ending April 30, 2016. Motion carried – all in favor.

### **Historic District Commission**

A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt to appoint Wendy Bergeron, Nicole Martineau, and Fred Kollmorgen, to term ending April 30, 2016. Motion carried – all in favor.

### **Planning Board**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Kenneth Knowles, Gwen English, Langdon Plumer, and Kelly Bergeron for term ending April 30, 2016. Motion carried – all in favor.

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Pete Cameron for the term ending April 30, 2015. Motion carried – all in favor.

### **Rockingham Planning Commission**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Langdon Plumer for the term ending April 30, 2016. Motion carried – all in favor.

### **Zoning Board of Adjustment**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Hank Ouimet for the term ending April 30, 2016. Motion carried – all in favor.

### **Water and Sewer Advisory Committee**

A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to appoint Paul Scafidi and Jim Tanis for the term ending April 30, 2016. Motion carried – all in favor.

## **6. Regular Business**

### **a. Bid Openings – Baggage Building Appraisal, Fire Ladder Truck**

Mr. Dean reported he did not receive any baggage building proposals. He said he reached out to 6-8 of them but did not receive anything.

Chairman Clement proceeded on to fire ladder truck bids. The following are a list of bids in order of opening:

|                                 |   |
|---------------------------------|---|
| 1. Seagrave Fire Apparatus, LLC | No bid  |
| 2. Dinghy Machine Company       | \$853,797                                     |
| 3. RGB Inc.                     | \$803,965                                     |
| 4. Lakes Region Fire Apparatus  | \$730,900 or \$697,900 w/trade-in             |
| 5. Lakes Region Fire Apparatus  | \$746,900 or \$713,900 w/trade-in             |
| 6. NE Fire Engine Apparatus     | \$763,000 or \$733,000 w/trade-in             |
| 7. KME Fire Apparatus           | \$827,848 or \$821,848 w/trade-in             |
| 8. Greenwood Emergency Company  | \$837,100 includes trade in for a 1994 aerial |

A Motion was made by Selectman Quandt and seconded by Vice Chairman Chartrand to refer all bids to the fire department to make a recommendation. Motion carried – all in favor.

### **b. A/P and Payroll Manifests**

A Motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve accounts payable warrant for checks dated April 19, 2013 in the total amount of \$114,439. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve town payroll warrants for week ending April 14, 2013 in the amount of \$162,099.49. Motion carried – all in favor.

In accounts payable warrants, a Motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve disbursements dated April 26, 2013 in the amount of \$355,611.45. Motion carried – all in favor.

### **c. Budget Update**

Mr. Dean informed about a letter he received from the Meals on Wheels program requesting to clear out some old furniture and such from a corner of the senior center to make it more usable. There was a list of items they wish to declare surplus, including an old organ of which there was a discussion about. Selectman Ferraro asked if the organ is working. Mr. Dean said he would have to explore that.

A Motion was made by Selectwoman Gilman and seconded by Selectman Quandt to declare the items listed in the memo dated April 19, 2013 surplus. Motion carried – all in favor.

**d. Tax Abatements and Exemptions**

Selectwoman Gilman reported there were no abatements.

A Motion was made by Selectwoman Gilman and seconded by Selectman Ferraro to approve the following elderly exemptions in the amount of \$152,251 each:

- Map 32, Lot 12, Unit 14
- Map 74, Lot 54
- Map 95, Lot 64, Unit 187
- Map 95, Lot 64, Unit 353
- Map 64, Lot 65

Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Vice Chairman Chartrand to approve an exemption in the amount of \$183,751 for Lot 104, Map 79, Unit 13. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Selectman Ferraro for denial of an exemption at Map 61, Lot 4. Motion carried – all in favor.

A Motion was made by Selectwoman Gilman and seconded by Selectman Ferraro for approval of two disability exemptions in the amount of \$125,000 each for Map 95, Lot 64, Unit 85 and Map 32, Lot 12, Unit 23. Motion carried – all in favor.

**e. Water/Sewer Abatements**

No water/sewer abatements to report,

**f. Permits**

Mr. Dean talked about a request for Bedford Off Broadway to use a town facility for the purpose of a theatrical performance. The performances will be in the late afternoon/evenings of July 14-July 21.

A Motion was made by Vice Chairman Chartrand and seconded by Selectman Quandt to approve the request for Bedford Off Broadway to use town hall for a theatrical performance. Motion carried – all in favor.

**g. Town Manager's Report**

Chairman Clement asked if Mr. Dean could first update the Board on town hall. Mr. Dean reported that things look better. They can't move back over there until they receive a Certificate of Completion which was expected today (April 29). Once that certificate is received they can move finance back in to town hall. Mr. Dean said there was no other update this week on town hall.

Mr. Dean presented the Board with a deed. The deed is for 49 Lindenshire Ave. it is a late sale tax property and he hopes the Board is amendable to it. He got a \$50 bid on it. It hasn't had any bidders for a long time. A Motion was made by Vice Chairman Chartrand and seconded by Selectwoman Gilman to accept the offer of \$50 for Mao 95, Lot 64-386. Motion carried – all in favor.

Mr. Dean reminded the Board that they have closed out their Volunteer of the Year applications and he does have three for consideration of the Board. He will have a recipient sometime in May.

**h. Legislative Update**

No legislative update to report.

**i. Selectmen's Committee Reports**

Selectman Ferraro reported the only committee that met with the Planning Board. He was unable to attend but he said the predominant issue was a presentation on the University of New Hampshire climate change project.

Selectwoman Gilman said she attended the Historic District Commission meeting and the major discussion was they reached a decision to allow the Chamber of Commerce sign to be hung at the Major Blake Hotel next to the hotel's sign. She said she hopes it can now be seen.

Vice Chairman Chartrand deferred his report.

Selectman Quandt said he had nothing to report.

Chairman Clement talked about the Exeter Arts Committee and informed the Board that there are lots of exciting art shows coming up. He also talked about Comcast Care Day, saying it was a great turn out.

**j. Correspondence**

Chairman Clement went talked about the following correspondence:

- A letter from Seacoast Family Promise thanking the Board for the gift they provided
- A letter from residents expressing their opinions in favor of Article 35 and hoping that the voters of Exeter to be honored
- A letter from Comcast explaining a price adjustment
- A letter to Chief Kane from Rep. Donna Schlachman thanking him for attending a Senate Hearing on the use of cannabis for therapeutic purposes
- A letter from NAMI thanking Chief Kane and officers at the Exeter Police Department for their active role in promoting suicide prevention
- A Facebook picture displaying the Ride to School winner
- A memorandum from Kristen Murphy about a proposal that was given at the previous Conservation Commission meeting about an exchange of land and the purposes thereof
- A Letter from residents expressing opinions about a proposal of the town's to "grind a straight line and repave from side to side" at the end of their driveway
- A newspaper article "Unitil looks to tear up town roads to replace gas lines"
- A notice from the town clerk to all Exeter dog owners about licensing laws

## 7. Review Board Calendar

There are two scheduled meeting for the month of May: May 6, 2013 and May 20, 2013. A Motion was made by Selectwoman Gilman and seconded by Selectman Quandt to adjourn the meeting at 9:45. Motion carried – all in favor.

Respectively submitted,



Nicole McCormack  
Recording Secretary