

Select Board Meeting
Monday August 5, 2024
7 PM
Nowak Room, Town Offices
Final Minutes

1. Call Meeting to Order

Members present: Chair Niko Papakonstantis, Vice-Chair Molly Cowan, Clerk Julie Gilman, Dan Chartrand, Nancy Belanger, and Town Manager Russ Dean were present at this meeting. The meeting was called to order by Mr. Papakonstantis at 7 PM.

2. Public Comment

- a. John Grueter of 3 Sterling Hill Lane said it's been 2 years since he started his campaign to get the water billing changed. He asked for an update on the Underwood study results. Mr. Dean said he can check with Public Works. Mr. Papakonstantis said we will have an update on August 19.

3. Proclamations/Recognitions

- a. There were no proclamations or recognitions at this meeting.

4. Approval of Minutes

- a. Regular Meeting: July 22, 2024

MOTION: Ms. Belanger moved to approve the minutes of July 22, 2024 as presented. Ms. Gilman seconded. The motion passed 5-0.

5. Appointments

- a. There were no appointments made at this meeting.

6. Discussion/Action Items

- a. 10 Hampton Road Construction Proposal

Parks and Rec Director Mr. Bisson said we are moving forward with the construction and renovation. We have mutually parted ways with the architect and put out an RFQ for a Construction Manager to complete the work. We had 4 responses and selected Hampshire Development Corp (HDC). They have worked on historic buildings in downtown Exeter and throughout the municipality, and their offices are located in Exeter. We're working on finalizing a contract with them. There's a GMP of \$920,480 which includes the cost of work, an 8% overhead, and a 7% profit. Mr. Sharples said we unanimously supported HDC to do the work. It's a design/build contract.

MOTION: Ms. Belanger moved to authorize the Town Manager or their designee to negotiate and execute a contract with Hampshire Development Corporation to be the Construction Manager to complete the 10 Hampton Road Multigenerational Community Center project. Ms. Gilman seconded. The motion passed 5-0.

b. PD/FD Substation Architect Proposal –

Town Planner Dave Sharples said we issued the RFQ for design services back in May for the new Police Station and Fire Substation. We received 6 responses and interviewed 4 of the firms. The interview panel included town staff from different departments as well as representatives of CHA. Finalized on July 29 and chose T Gass, Ted Galante Architectural Services, at \$1.2M. We negotiated with him for a reduction in the fee. July 26 letter describing the services. Reviewing contract with Counsel and CHA.

Ms. Gilman said it was an extensive interview committee so she's confident in the choice.

MOTION: Ms. Gilman moved to authorize the Town Manager to negotiate and execute a contract with TGAS for the scope of work set forth in the Request for Proposals for design services, Town of Exeter new Police Station and Fire Substation dated April 12, 2024, for a price not to exceed \$1.2M. Ms. Belanger asked that the motion be amended to "Town Manager or designee". Ms. Gilman amended her motion. Ms. Belanger seconded the amended motion. The motion passed 5-0.

c. Public Safety Bond Anticipation Notice – Corey Stevens

Mr. Stevens said he proposes to start the Public Safety complex bond with a 1 year bond anticipation note for \$3.5M, which will take us through mid next year, then obtain a bond for \$17.5M. This will get us somewhat into construction. Hopefully we will get a more favorable interest rate when we take out the next bond. We got two proposals, and he recommends TD Bank. Their terms are 4.89%, maturing in 1 year from next week. We hope to close next week if approved.

MOTION: Ms. Belanger moved to approve the terms of TD Bank financing proposal dated July 19, 2024 for a \$3.5M general obligation bond anticipation note for the Police Station/Fire Substation. Ms. Gilman seconded. The motion passed 5-0.

MOTION: Ms. Belanger moved to adopt the Votes of the Resolution of Governing Board as follows: VOTED: To authorize the issuance of a \$3,500,000 General Obligation Bond Anticipation Note of the Issuer, which was heretofore authorized by the Issuer on March 12, 2024 such Note to be dated August 15, 2024; VOTED: To sell said note to the purchaser with the principal amounts, maturities, premium, if any, redemption provisions, if any, and interest rates specified on Schedule A, attached hereto and made a part hereof; VOTED: To issue the Note in substantially the form set forth in Schedule B, attached hereto and made a part hereof; VOTED: To authorize at least a majority of the Governing Board and the Treasurer to sign the Note or to have said signatures printed electronically or in facsimile on the Note and to affix the Issuer's seal thereto; VOTED: To authorize the Treasurer to deliver the Note to the Purchaser against payment therefor; VOTED: To authorize at least a majority of the Governing Board and the Treasurer to execute and deliver a Signature and No Litigation Certificate with Receipt, a No Arbitrage and tax certificate and IRS form 8038-G in substantially the form as presented in this meeting, and such other documents as may be necessary or appropriate to accomplish the sale

and delivery of the Note in accordance with the foregoing; and VOTED: To authorize TD Bank, N.A. to serve as paying agent with respect to the Note. Ms. Gilman seconded. Mr. Dean asked Mr. Stevens if it needs to be a roll call vote; Mr. Stevens said no, but Mr. Papakonstantis opted to do so. In a roll call vote, the motion passed 5-0.

d. 250th Celebration Commission Charge – Julie Gilman

Ms. Gilman read the charge for the 250th Celebration Commission to plan for the 2026 event's budget. She said she would like to see themed events throughout the year. Ms. Belanger asked if there should be some money for 2025. Ms. Gilman said she's not sure and suggested getting public feedback and revisiting the question on August 19.

7. Regular Business

a. Tax Abatements, Veterans Credits and Exemptions

- i. There were no abatements or exemptions considered.

b. Permits & Approvals

- i. There were no permits or approvals considered.

c. Town Manager's Report

- i. Mr. Dean said revaluation letters have gone out; people can contact MRI for appointments for an informal assessment review hearing.
- ii. Kingston Road has been striped and completed.
- iii. The groundwater mobilization project started today and the drilling will start next week.
- iv. The Fire Truck Engine 5 "push-in ceremony" went well.
- v. Finance is finishing the CIP debt schedules.
- vi. National Night Out is tomorrow, August 6 in Townhouse Common.
- vii. Mr. Papakonstantis asked about the letter regarding the elderly exemption in correspondence. He had a back and forth with Mr. Clement on this, and any revision of the exemption would need to go on the town warrant. There's a committee that's being formed on the question but he'd also like the Board to work in parallel. He asked Mr. Dean to bring a possible warrant article to the Board. Ms. Belanger said the Veteran's Credit is different. We're at \$500 but some towns are \$750. Mr. Papakonstantis said the Board should look at them all. He thinks it's still important to go forward with the committee, but he would also like the Board to take a look. Mr. Chartrand asked that the committee take a look at the documentation provided to us by the taxpayers.
- viii. Mr. Dean said Heather Shea had her first day as our GIS Coordinator today.

d. Select Board Committee Reports

- i. Ms. Belanger said the Arts Committee and Rec Advisory was canceled due to quorum issues. She attended the Budget Recommendations Committee kick-off. Mr. Papakonstantis filled in for Mr. Dean and Ms. Roy and that went well. The Planning Board is having its first Capital Improvement Planning Meeting on Thursday.
 - ii. Ms. Gilman had no meetings. Heritage will have a meeting next week to look at the Progress report for the Pine Street Area survey, which we were granted \$20,000 to do.
 - iii. Ms. Cowan had no report.
 - iv. Mr. Chartrand had no report.
 - v. Mr. Papakonstantis attended the Budget Recommendations Committee meeting. A draft budget will be presented to the Select Board September 30 and to the BRC on October 2nd.
- e. Correspondence
- i. An abutter's notice from the Newfields Planning Board regarding a subdivision review for the Rugg Property. It conflicts with our Planning Board but we will make sure to have a representative from the Town of Exeter there.
 - ii. Mr. Clement's email, which was previously discussed.
 - iii. A NH DOT notice regarding Block Grant aid of \$320,328.69.
 - iv. Ms. Belanger recognized Parks and Rec for National Parks and Rec month, saying that what Parks and Rec does is extraordinary. The Rec Advisory Board really gets into the details of things and she's glad she was assigned to them.
 - v. Ms. Gilman said our Energy Committee has entered into the "Green Challenge" to have the most people opt up on their level of green energy for their electricity.

8. Review Board Calendar

The next meetings are August 19, Tuesday September 3rd, September 16, September 30, Tuesday October 15, October 28, Tuesday November 12, and November 18. Ms. Belanger said November 18 is the BRC Meeting on DPW, Water, and Sewer. Mr. Papakonstantis asked if they can do that in the Library at 6:30. Ms. Gilman suggested the Senior Center. Mr. Papakonstantis asked if the BRC meeting could be rescheduled.

Ms. Belanger wished Mr. Dean a happy birthday, which is coming on Sunday.

Mr. Dean thanked Melissa Roy and Corey Stevens for their work during his leave.

9. Non-Public Session

MOTION: Ms. Belanger moved to enter into non-public session under 91-A:3II(c). Ms. Gilman seconded. In a roll call vote, the motion passed 5-0 and the meeting entered non-public at 7:52 PM.

MOTION: Ms. Belanger moved to exit non-public. Mr. Chartrand seconded. In a roll call vote, the motion passed 5-0.

MOTION: Mr. Chartrand moved to seal the non-public minutes indefinitely. Ms. Gilman seconded. The motion passed 5-0.

10. Adjournment

MOTION: Mr. Chartrand moved to adjourn the meeting. Ms. Belanger seconded. The motion passed 5-0 and the meeting was adjourned at 8:38 PM.

Respectfully Submitted,
Joanna Bartell
Recording Secretary