

DRAFT

PRESENT: R. P. McDermott, Chairman; M. Kasprzak, C. P. Graham, Selectmen;
E. N. Small, Town Administrator; L. A. Ruest, Administrative Assistant

6:00 PM - NON-PUBLIC SESSION –RSA 91-A: 3, II. (A) PERSONNEL

MOTION: To go into non-public session in accordance with RSA 91-A:3, II. (A) Personnel at 6:00 p.m. to discuss personnel.

MOTION: R. P. MCDERMOTT
SECOND: M. KASPRZAK
UNANIMOUS

MOTION: To go out of non-public session and resume at 6:35 p.m.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

6:30 PM - FIRE CHIEF - EXETER HOSPITAL ALS COMMUNITY INTERCEPT SERVICES

AGREEMENT: Chief Lord referred the Board to a revised agreement for consideration. He explained that with the changes in health care laws, and more specifically Medicare, ALS can no longer bill a patient when ALS is not the transport agency. The agreement has been reworded to have the Town bill the patient and when payment is received, the payment is then forwarded to ALS from the Town.

It was further explained that ALS provides paramedic services. Discussion took place with regard to the services billed and what happens with billing and amounts due when payment is not received. J. M. Lord stated that if the Town does not receive payment, ALS does not receive payment. He noted that ALS uses the same billing service the Town uses.

J. M. Lord expressed concern with this change in regard to his budget as these expenses were not known at the time the budget was prepared. He stated that there may need to be a warrant article brought forward in order to allow the payment of these invoices to come directly from the funds collected for ambulance services; a special account held by the Treasurer. In the meantime, it is suggested that research be done to see if these expenses can be paid from the special fund.

J. M. Lord stated that the other towns are being asked to amend and do this as well. He stated he would be including funds for this purpose in the 2013 budget. The Board signed the amended agreement.

MOTION: To authorize the Exeter Hospital ALS Community Intercept Services Agreement as amended.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS

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6:45 PM - BILL HICKEY SAU 21 – REQUEST FOR IMPACT FEES: B. Hickey referred the SAU letter of July 30 requesting release of impact fees for the purpose of design work on the proposal for Lincoln Akerman School. He explained that LAS is in the process of soliciting proposals for renovation and new construction work. The impact fees requested will be applied to the new construction portion of the project. He noted that the Lincoln Akerman School Board understands that impact fees relate only to new construction. Discussion took place with regard to the amount requested. Following reviewed, it was agreed to release four impact fee amounts totaling approximately \$35,635.37. (Hogan, Needham, Santora, Morton)

MOTION: To authorize the release of impact fee funds designated with expiration dates July 24, August 14, September 28 and October 13, 2012; amounts to include interest.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

NON-PUBLIC SESSION –RSA 91-A: 3, II. (A) PERSONNEL

MOTION: To go into non-public session in accordance with RSA 91-A:3, II. (A) Personnel at 6:58 p.m. to discuss personnel.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

MOTION: To go out of non-public session and resume at 7:09 p.m.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

OTHER: R. P. McDermott presented two AED defibrillators; one each to the Police Chief and Fire Chief. The Chiefs thanked him for his generosity.

• **OLD BUSINESS**

GENERAL FUND BALANCE \$2,367,600

SELECTMEN’S ACTION ITEMS FROM PREVIOUS MEETING: The Board reviewed an updated listing of action items. M. Kasprzak reviewed the idea of presenting a plague to the Deli Barn for its donation of food at the White Goods Collection day. The Board approved. C. P. Graham provided an update on the work of the Compensation Committee to include the recommendations that will be coming forward. He noted that there is a plan to meet with employees in advance of bringing a recommendation to the Board of Selectmen.

ACCOUNTS PAYABLE and PAYROLL WARRANTS:

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MOTION: To approve accounts payable warrants #317 - \$42,397.92 and #318 - \$6,331.49 and payroll warrants #193 - \$11,738.66 and #194 - \$19,870.50 as presented.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS

TAX RATE PAPERS MS-1 / MS-4: E. N. Small reported that he is waiting for July revenue numbers and has obtained assessing information needed to complete these reports. It was noted that funds need to be budgeted in 2013 to assess utility poles and lines.

APPOINTMENT(S) TO BOARD OF ADJUSTMENT: Discussion took place with regard to the results of the reorganization of membership of the Board of Adjustment. Request has been made by the ZBA to change the membership of one member to alternate member and one alternate member to full member.

MOTION: To appoint P. Robart as Member of the ZBA and appoint P. Young as Alternate Member for their current terms.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

Discussion took place with regard to volunteer applicants interested in serving on the ZBA. The Board requested that L. Job and S. Bryant be invited to meet with the Board on September 5 for discussion. L. A. Ruest will contact them.

NOTICE OF RETIREMENT – TOWN ADMINISTRATOR, EFFECTIVE AUG 31: R. P. McDermott announced the retirement of Town Administrator Eric N. Small and the Board thanked him for his long-time service and a job well-done.

NOTICE OF RESIGNATION – BUILDING INSPECTOR, EFFECTIVE AUG 10: R. P. McDermott announced the resignation of Building Inspector K. C. Kelley.

RE-CONSIDER ABATEMENT - MAP 8, LOT 83-3: R. P. McDermott recused himself from this matter. C. P. Graham inquired as to whether there is a deadline for this decision. He noted that although the Board is prepared to reconsider and take action, there is a matter of need for special exception. He questioned if the Board should seek enforcement of the zoning violation in order to correct a pattern of relief provided in this instance. Discussion took place with regard to enforcement rather than abatement. Referring to the Linden Road matter, concern was raised with the amount of time that goes by before action is taken. Documentation was submitted by the property owners as requested.

MOTION: To grant the abatement as a temporary abatement for so long at the conditions exists.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
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PROGRESS REPORT – 37 LINDEN RD CODE COMPLIANCE: E. N. Small reported that a revised letter was received from counsel today for K. C. Kelley’s signature and processing. It was noted that an interim Building Inspector will need to monitor the situation. Following further discussion, it was agreed that another employee should be designated to oversee. It was suggested that Fire Inspector J. True be consulted to see if he can assist.

WINTER ROAD MAINTENANCE AGREEMENT – FINAL DOCUMENT: Board members indicated that they have reviewed this final agreement and are ready to vote.

MOTION: To enter into an Agreement for Winter Maintenance Services with Environmental Landscape Management for the term of November 15, 2012 through November 15, 2013. The Agreement was signed by the Board.

STAKES NEEDED FOR CORNERS AND CURVES RE SNOW PLOWING: Road Agent D. Robinson reported that this project is ongoing.

PROPOSED ROAD IMPROVEMENTS: E. N. Small provided the Board with a spreadsheet outlining available funds for Highway Department work from the budget and capital reserve funds; the figures include the payments to be made as part of the winter road maintenance agreement. D. Robinson is awaiting prices for hot top and will have a proposal for the Board soon.

SOLID WASTE AGREEMENT – MEETING WITH ROBBIE GEORGE: The Board acknowledged receipt of information from Recycling and Solid Waste Committee Member K. Nydam and authorized E. N. Small to contact Northside Carting to review this proposal and report findings to the Board.

DONATION FOR REPLACEMENT OF BIRCH TREE: The Board acknowledged receipt of a donation of \$50 to be applied to a tree to replace a failing birch tree on the Town Common in former Conservation Commission Chair Karen Ayer’s honor.

CONSERVATION COMMISSION - BRUCE FABBRI IS DROPPING OFF AS AN ALTERNATE AND JP IS MOVING FROM MEMBER TO ALTERNATE:

MOTION: To approve the resignation of B. Fabbri and to accept the resignation of J. P. Pontbriand as full member and appoint him as alternate member of the Conservation Commission.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

PUBLIC COMMENT

D. Janik, Exeter Road, thanked E. N. Small for his years of service and wished him good luck in the future. He inquired about the request for impact fees made earlier this meeting by B. Hickey. He stated that it is understood that the fees are to be used for new construction and not renovation work, however,

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he has found that some invoices include services for both new and renovation work and he is concerned of comingling of funds. He added that he understands that the Board of Selectmen releases the funds in good faith, however, is concerned as a taxpayer that funds are inappropriately applied.

R. P. McDermott asked E. N. Small to send a note to B. Hickey inquiring as to this concern and to request a report with a breakdown of portions of each impact amount and how they are being used as represented for new construction. It is hoped to have an answer for the September 5 meeting.

B. Mutrie, Brown Road, inquired as to the Board's plans for hiring a Building Inspector/Code Enforcement Officer/Health Officer. The Board indicated that there are no detailed plans yet, however, it is planned to make the position part-time. B. Mutrie expressed concern with finding a person who knows what he's doing and won't get the Town in trouble.

Tax Collector Mary Ann Hill provided the Board with a status of the deeded parcel Map 7, Lot 50. She reported that she wrote a letter to the property owners as communication slowed. She has prepared a Notice of Impending Deed and is looking for Board of Selectmen approval to proceed. M. Hill added that she received a telephone message from the property owners indicating they wish to go on a payment plan of \$1,500 per week. Discussion regarding options took place by Board members. The Board decided that they would be willing to leave an opportunity for the property owners to enter into a payment plan and not take the deed at this time.

MOTION: To continue working an agreement with the property owners of Map 7, Lot 50 for a payment plan for 2009 taxes and to defer on acceptance of a tax deed for the present time.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS

Hampton Union Reporter Liz Primo inquired as to whether K. C. Kelley's resignation was unexpected. The Board acknowledged that they knew he was looking for another opportunity.

• **NEW BUSINESS**

BIDS FOR 2012 TOWN REPORT – NUMBER OF COPIES: Discussion took place with regard to the number of printed copies to order. Last year was the first year of ordering a reduced number where 400 were ordered. Following discussion, the Board agreed to order 400 copies.

SIGNS FOR OFFICE IN TOWN HALL: A proposal to obtain signs to assist the public with locating offices within the Town Hall was discussed. The signs will extend from the door frame so that each is visible from the entrance. The Board approved the purchase of the signs as presented.

IN AND OUT BOARD: Suggestion was made to obtain an in/out board at the Town Hall.

ELDERLY & DISABLED EXEMPTION: E. N. Small presented two qualifying applications for exemption. He explained that the Elderly Exemption relates to 50% exemption for one of two owners of a property. Board members signed approval of the documents.

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HISTORIC PRESERVATION BARN EASEMENT: Correct information has been obtained in order to file this easement with the Rockingham County Registry of Deeds. The Board signed the documents for recording.

CIRCUIT RIDER PLANNER ASSISTANCE GRANT – ADDITIONAL COST 2013: The Board was informed of the additional costs associated with this service.

MOTION: To enter into an agreement with the Rockingham Planning Commission for Circuit Rider Planner assistance from 7/1/12 through 6/30/13.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS

MONTHLY REPORTS - SELECTMEN REPRESENTATIVE REPORTS

SELECTMEN MCDERMOTT – LIBRARY: R. P. McDermott reported that the Library is reviewing its budget for submission to the Board. The Trustees also reviewed the results of the garden tour fundraising event. Congratulations were extended to Elaine Ahearn and others who coordinated this event.

SELECTWOMAN – KASPRZAK - PLANNING BOARD, HERITAGE COMMISSION: M. Kasprzak reported that the Planning Board approved an amended site plan for 153 Lafayette Road at its last meeting and began its work with regard to the grant received. The Planning Board will be holding an informational meeting at its August 28 meeting. The Heritage Commission did not meet in July.

SELECTMEN GRAHAM - SCHOOL BOARD, ENERGY COMMITTEE: C. P. Graham did not attend the last School Board meeting and the Energy Committee has not met for some time. He reported on the efforts of the Compensation Committee with regard to bringing forth a recommendation to the Board.

PUBLIC COMMENT

B. Mutrie, Brown Road, inquired as to the status of the new furnace for the Town Hall. L. A. Ruest reported that the deposit has been made and documentation signed; she is now waiting for a call to schedule the work.

REVIEW AND APPROVAL OF PREVIOUS MINUTES:

MOTION: To approve the minutes of the July 18 meeting as written.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS

DRAFT

**NEXT SELECTMEN'S MEETING – WEDNESDAY, SEPTEMBER 5, 2012, 6:30 P.M., TOWN
HALL**

MOTION: To go into non-public session in accordance with RSA 91-A:3, II. (A) Personnel at 6:00 p.m. to discuss personnel.

MOTION: C. P. GRAHAM
SECOND: M. KASPRZAK
UNANIMOUS

MOTION: To go out of nonpublic session and adjourn at 8:52 p.m.

MOTION: M. KASPRZAK
SECOND: C. P. GRAHAM
UNANIMOUS