

MINUTES OF THE APRIL 22, 2013 BOARD OF SELECTMEN'S MEETING

MEMBERS PRESENT: Chairman David Canada, Selectman Bruno Federico, and Town Administrator Paul Deschaine.

At 7:32 pm, the Chair opened the general meeting of the Board of Selectmen.

CHAIRMAN'S REPORT: The Board congratulated Officer Chuck Law, who is being awarded the Union Leader Hero Award for his actions in Greenland on April, 12, 2012 where Chief Maloney was killed. The presentation is on May 15, 2013 from 3:00 pm to 5:00 pm at the State House.

SECRETARY'S REPORT: Mr. Federico moved to approve the amended minutes from the regular meeting on 4/15/13. Mr. Canada seconded the motion, which passed unanimously.

NEW BUSINESS: Bob Murphy was present at the meeting to introduce himself to the Board. Mr. Murphy has applied to serve as a member of the Recreation Commission. After a brief interview, Mr. Federico moved to appoint Bob Murphy to the Recreation Commission. Mr. Canada seconded the motion, which passed unanimously.

DEPARTMENT REPORTS:

PLANNING: Town Planner Lincoln Daley updated the Board on current and future Planning Board applications and projects.

Mr. Daley stated the Town Center Revitalization Committee (TCRC) met to discuss various financial tools to promote growth in the Town Center area. This included the examination of a TIF District and/or a redevelopment zone in the District itself. The Committee is also working on event planning and also trying to further the banner program.

Mr. Daley stated the Economic Development Committee is scheduled to meet with a representative from the Department of Resources and Economic Development tomorrow. This meeting is to discuss business recruitment and retention and attempting to look at this as more of a region as opposed to a town by town area.

Mr. Daley stated the Planning Board Stormwater Subcommittee is applying for a grant to help formulate and construct regulations for stormwater management in Town.

Mr. Daley stated the third party review process for the Building Department fee structure is still ongoing. They have communicated with various communities to find out how they utilize consultants and/or staff for reviewing building related activities. They are finding that more often than not, they have in-house engineering staff to work with the planning and building staff.

Mr. Daley presented his report on tracking Offsite Improvement Funds and Performance Bonds. Mr. Canada suggested sending out periodic statements to those who have paid in bonds. He also

suggested adding bonding requirements set by the Planning Board or other Town agency to a pre-issuance checklist for a building permit.

Mr. Daley stated the ICMA Fellowship application has been submitted. The goal is to enlist the services of a graduate student to help organize or create an information storage system for the Town. Storage space at the Town Hall is currently very limited.

Mr. Daley and Building Inspector Terry Barnes presented a draft letter that Mr. Barnes will hand deliver to the area car dealerships regarding recent parking and signage issues on their sites. The letter also highlights changes to the Zoning Ordinance that were approved at the 2013 Town Meeting. The group discussed enforcing violations of the ordinance at other businesses in Town. The Board stated that if and when business owners push back to the Town on these violations, they will support the Planning and Building Departments. Mr. Canada moved to authorize Mr. Daley and Mr. Barnes to set these letters up as written and once completed, Mr. Canada will come in and sign them. Mr. Federico seconded the motion, which passed unanimously.

BUILDING/CODE ENFORCEMENT: Mr. Barnes presented a "Notice of Violation" letter that he drafted and other reports for the Board's review. Mr. Barnes and Mr. Daley stated they continue to work on finding the best process with Avitar as far as using technology off site or to post things internally.

Mr. Barnes then updated the Board on the current status of ongoing building inspections/issues, and applications before the Board of Adjustment.

Mr. Barnes stated he still has not received payment from Mr. Mike Moreau. The group discussed using the tax lien process to collect the money due or possibly not issuing any future building permits to him. The Board instructed Mr. Barnes to send Mr. Moreau a letter requesting payment. If Mr. Moreau does not respond to the letter, Mr. Deschaine will look into the tax lien process. Mr. Daley will assist Mr. Barnes in drafting the letter and invoice.

NEW BUSINESS: The Board then opened the sealed bids for financing the Cushman property purchase. Peoples United Bank responded with a 1.64% interest rate. Sanford Institution for Savings (SIS) responded with a 1.83% interest rate. Citizen's Bank responded with a 3.38% interest rate. Provident Bank responded with a 1.99% interest rate. Optima Bank responded with a 1.97% interest rate. Mr. Canada moved to go with Peoples United Bank and have Mr. Deschaine review the response in detail to make sure it meets all the terms of the RFP. Mr. Federico seconded the motion, which passed unanimously.

MEETINGS: The Chair then reviewed the meetings scheduled for the coming week and reviewed the meetings held this past week.

PARK PERMITS/MUNICIPAL CENTER RENTALS:

The following Park permits and Municipal Center rentals were discussed and acted upon:

Sandra Bierman requested the use of the Park on June 22, 2013 for a birthday party. The request was approved.

Serena Dagostino requested the use of the Park on May 12, 2013 for a birthday party. The request was approved.

Dileep Kolli requested the use of the Park on June 2, 2103 for a family event. The request was approved.

Liz Diemer requested the use of the Park on May 24, 2013 for a field trip. The request was approved.

Kenneth George requested the use of the Municipal Center on August 3, 2013 for a family reunion. The request was approved.

Alfred Binette requested the use of the Park on August 25, 2013 for an Exeter Legion picnic. Mr. Canada moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

Parks & Recreation requested the use of the Park on May 27, 2013 for Memorial Day events. The request was approved.

Tracy Hall requested the use of the stage at the Park on June 16, 2013 for a Girl Scouts Bridging Ceremony. Mr. Canada moved to approve the use and to waive the fee. Mr. Federico seconded the motion, which passed unanimously.

ADMINISTRATION:

Mr. Deschaine stated the title exam has been conducted regarding the Cushman property purchase. Town Counsel stated there is no survey on record and they have not done a deep probate court search and, therefore, strongly advised that the Town invest in title insurance in the amount of \$1,073. The Board agreed to deny the purchase of title insurance.

Mr. Deschaine stated that in keeping with their settlement agreement with the Secretary of State's office, Primex has notified the Town of a second premium holiday, which amounts to \$28,091.02. The Board agreed to accept the funds in cash and Mr. Deschaine will draft the letter making that request.

The group discussed the status of the replacement of the boiler at the Fire Department. Mr. Deschaine stated they would like to remove the heat exchanger and send it back to the manufacturer to see if it is covered under the warranty, in which case the Town would just pay for the cost of the labor of the replacement of \$2,298 plus shipping. Mr. Canada moved to move forward with the heat exchanger removal and possible replacement. Mr. Federico seconded the motion, which passed unanimously.

Mr. Deschaine stated that in the course of finalizing the Comcast franchise agreement, it was discovered that there was an overcharge involved to cover "franchise related costs" in the amount of \$3,933. Mr. Canada moved to take the overcharge and put it in the Town's General Fund. Mr. Federico seconded the motion, which passed unanimously.

OLD BUSINESS/APPOINTMENTS:

The group agreed to put off discussing appointments until next week.

NEW BUSINESS:

Mr. Federico moved to appoint Terri Reardon-Pollini, Steve Simonds, and Allison Knab as alternates to the Library Board of Trustees for a one year term. Mr. Canada seconded the motion, which passed unanimously.

At 9:05 pm, Mr. Canada moved to go into non-public session to discuss a negotiation issue. Mr. Federico seconded the motion, which passed unanimously.

At 9:22 pm, Mr. Canada moved to come out of non-public session and to seal the minutes due to the nature of the matters discussed. Mr. Federico seconded the motion, which passed unanimously.

At 9:23 pm, Mr. Federico moved to adjourn. Mr. Canada seconded the motion, which passed unanimously.

Respectfully submitted,

Stacey J. Grella
Executive Assistant