

**Exeter Board of Selectmen Meeting
Monday, October 10th, 2016, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Public Comment
3. Minutes & Proclamations
 - a. Proclamations/Recognitions
 - b. Minutes: Regular Meetings: September 26th, 2016
4. Appointments
5. Discussion/Action Items
 - a. Stratham Water Extension Request
 - b. Recreation Park Project Update/Naming Rights
 - c. Epping Road TIF – King/Monehan Property
 - d. 2016 Riverwoods Tax Agreements
 - e. 2016 MS1 Review
 - f. 2016 Fund Balance Discussion
 - g. 2016 School Impact Fees Release
 - h. Water Restrictions Ordinance: Third Reading
 - i. Map 49, Lot 12 Purchase
 - j. Police Grants
6. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectmen's Committee Reports
 - e. Correspondence
7. Review Board Calendar
8. Non-Public Session
9. Adjournment

Daniel Chartrand, Chairman
Exeter Selectboard

Posted: 10/7/16 Town Office, Town Website

Persons may request an accommodation for a disabling condition in order to attend this meeting. It is asked that such requests be made with 72 hours notice. If you do not make such a request, you may do so with the Town Manager prior to the start of the meeting. No requests will be considered once the meeting has begun.

AGENDA SUBJECT TO CHANGE

Draft Minutes

Exeter Board of Selectmen

September 26, 2016

1. Call Meeting to Order

Chairman Dan Chartrand called the meeting to order at 7:00 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Julie Gilman, Selectman Don Clement, Selectwoman Nancy Belanger and Selectwoman Anne Surman. Town Manager Russell Dean was absent.

2. Board Interviews – Budget Recommendations Committee

An interview was conducted at 6:50pm with Niko Papakonstantis in the Wheelwright Room.

3. Public Comment

Kathy Corson, Exeter resident, talked about some concerns with the proposed use of the Town Hall which came up at the last BOS meeting. She thinks the public should be more involved and the final decision should be made by the BOS. She spoke about how last Thursday's special meeting regarding this proposal was not posted. She said the posted meeting for the EDSP should have been referenced as Economic Development Strategic Plan and said there no agenda. She thinks it would be good to get an update on the TIF. She said new growth on the Epping Road will require more infrastructure and the costs concern her. She asked why that wasn't part of the TIF in the first place. She said she would like the Board to take action on the Town Hall issue and require Darren Winham to give an update on the EDSP.

Lucia Savage, Allen Street resident, spoke about the speed limit on her street. She said the average speed is 17.9 mph, but there are many cars which go much faster. She said her road is posted at 30 mph, but she would like to get it lowered to 25 mph and wondered how to go about that. She would also like a no outlet sign put there.

Mike Dawley, Exeter resident, said he is concerned about the TIF. He said there is a lot of activity going on and now there is a vision session scheduled for Mr. King's property. He asked how aggressively the TIF district is being worked on. He wants to get going on it. Next, he said last year there was \$10,000 approved to get a report from MRI. He asked if the BOS has made a consensus on input from that report. Chair Chartrand said the Board looked at that report and it led to the hire of the new Town Planner, who is implementing some recommendations from the report.

Darius Thompson, Exeter resident, said he hopes people will pay attention to the new paving job and crosswalks in town. He suggested a blinking light at one particular crosswalk where he said he's almost been hit. Next, he suggested a sidewalk extension on Drinkwater Road as cars go fast and there are bus stops. Next, he read a letter from a neighbor, Dan Nolte regarding the Town Hall proposal. In his letter, Mr. Nolte questioned letting a private company lease the Town Hall. He thinks it should go to the voters. He gave reasons for his feelings.

Motion: A Motion was made by Selectman Clement and seconded by Selectwoman Surman that the BOS direct the Economic Development Director, Darren Winham, to immediately cease any and all efforts and activities to rent or lease the Town Hall. Vice Chair Gilman said they have not had an opportunity to fully discuss this matter as a Board. Selectwoman Belanger said this is not ready to come before the Board yet but thinks it has been good to bring about this discussion. Selectwoman Surman said there is a lack of transparency with this issue. She thinks it would be good to stop and regroup. Vice Chair Gilman said she understands the disagreement about how this all came out. She said although it was not well done, it is the Economic Development Director's job to seek new opportunities. She is against the idea of a long term lease, but said if things had been done differently and it came to the BOS it would have caused the same uproar. Selectman Clement said Mr. Winham was never directed to seek a use for the Town Hall. He said that is why it needs to stop because he was never given the go ahead. Chair Chartrand said he was skeptical about the idea of putting any entity being in charge of the Town Hall. He thinks the Town Hall should be fixed up by the citizens. Also, he thinks this motion will end a valuable discussion. There has been an increase in applications for using the Town Hall since this discussion came up. He said he was disappointed in the lack of trust by the town and Mr. Winham has served the town by pursuing new ideas. He called the vote. Motion carried – 4-1 vote. Chair Chartrand voted nay.

4. Minutes and Proclamations

a. Proclamations/Recognitions.

There were no proclamations or recognitions.

b. Minutes: Regular Meeting: September 12, 2016

Selectwoman Surman had an amendment to page 4, last paragraph, referring Mr. Deluca as the President of the Chamber and not a member. She had an amendment to page 5, changing a he to a she. She had an amendment to page 6, last paragraph changing Jake to Jay.

Selectman Clement had an amendment to page 3, second paragraph, writing out the word inches.

Motion: A Motion was made by Selectwoman Surman and seconded by Vice Chair Gilman to approve the minutes of the September 12, 2016 BOS meeting, as amended. Motion carried –all in favor.

5. Appointments – Budget Recommendations Committee

A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to appoint Christine Soutter, Len Benjamin, and Niko Papakonstantis to the Budget Recommendations Committee. Motion carried – all in favor.

A Motion was made by Vice Chair Gilman and seconded by Selectman Belanger to appoint Peter Lennon to the Water/Sewer Advisory Committee for a term to expire April 30, 2019. Motion carried – all in favor.

A Motion was made by Selectman Clement and seconded by Selectwoman Belanger to appoint David Ohearn as an alternate member to the Conservation Commission with a term TBD. Motion carried – all in favor.

6. Discussion/Action Items

a. New Business

i) Establish Memorial Day Parade Committee

Vice Chair Gilman said a group of people from last year are interested in increasing the vitality of the parade. They would like a formal committee established, as there is funding every year for it.

Selectwoman Surman thought this was a great idea. She supported anything needed to get this together.

Selectman Clement said the parade’s purpose is to honor the veterans. He wondered if someone from a veteran organization should be involved. Vice Chair Gilman said that is a great idea, but that there are many organizations.

Vice Chair Gilman read the charge of the Memorial Day Parade Committee.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to adopt the charge of the Exeter Memorial Day Parade Committee, as presented. Motion carried – all in favor.

b. Old Business

i) Water Restrictions Ordinance: Second Reading

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectman Clement to open the public hearing on the amendment to the Water Restriction Regulations in the Town Ordinance. Motion carried – all in favor.

Darius Thompson asked when the restrictions in town will end. He also wondered how the public will be notified when they do end. Chair Chartrand said the Board voted for them to begin and will vote for them to end.

Jennifer Perry, Public Works Director, said they will go through the Board to end it. She said DPW and DES information was provided to the Board. The drought conditions have taken months to develop and will take months to end. She said we need significant rainfall.

Mr. Thompson asked what is done with the potential snow fall that is coming. He wondered if it could help replenish the water table. Ms. Perry said this is a concept that's out there. She is looking into multiple options. She said conserving water will make the biggest difference.

Vice Chair Gilman said there are around 100 water conservation kits at the DPW facility. She said they are now free on a first come first serve basis.

Selectwoman Surman asked if permits to kindle fire have been restricted. Chair Chartrand said the Fire Department has been extremely restricted. Selectwoman Belanger said she was on a conference call last week and the Town Manager said the permits are being stopped.

Vice Chair Gilman read the water restriction levels that will be used. She said the town is currently in a level four.

Motion: A Motion was made by Vice Chair Gilman and seconded by Selectwoman Belanger to close the public hearing on the water service regulations. Motion carried – all in favor.

ii) Public Hearing: Map 49, Lot 12 Purchase

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to open the public hearing on the purchase of property on map 49, lot 12. Motion carried – all in favor.

Ms. Perry asked if there were any questions regarding this.

Selectwoman Surman said where the railroad went through they used DDT in that area. She went back to her concern of contamination. Also, she said the parking lot was torn up this summer because of contamination. She asked if they should do some level of testing for

contamination. Ms. Perry said there may have been DDT sprayed there but it was banned in 1970. She said there is a well nearby which was tested with no results of any contamination.

Motion: A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to close the second public hearing on the purchase of map 49, lot 12. Motion carried – all in favor.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

A Motion was made by Selectwoman Belanger and seconded by Selectman Clement to approve a Jeopardy Tax refund for map 32, lot 12, unit 9 in the amount of \$143.03. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve an Application for Use of Town Facility, specifically the Town Hall, by Katherine and Morgan Roberts for music and theater shows from 11/6/16-11/11/16. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Application for Use of Town Facility, specifically the Town Hall, by Mona Pinette for a Tai Chi Society Tai Chi workshop on 12/10/16 from 8:30am-4:30pm. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to approve an Application for Use of Town Facility, specifically the town hall, by John Moynihan for the Prescott Park Arts Festival to have A Christmas Carol on December 9, 10, 11, 17, and 18, 2016, December 5-8, 2016, and December 19-20, 2016. Motion carried – 3-0-2 vote. Selectman Clement and Selectwoman Surman abstained.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve an Application for Use of Town Facility, specifically the Town Hall, by Katherine and Morgan Roberts for a Triple Threat Theater Performance on 12/20/16. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectwoman Surman to approve an Application for Use of Town Facility, specifically the town hall, by Todd Deluca for a movie premier on 2/11/17 from 5pm-11pm. Motion carried – all in favor.

c. Town Manager's Report

Mr. Dean was absent.

d. Selectmen's Committee Reports

Selectman Clement reported a River Study meeting two weeks ago where they talked about the river ceremony and what is happening with CAPE. Planning Board met, and approved a 30,000 addition to a building. They also approved a conditional use permit to Riverwoods and had a second hearing on CIP. Attended a Conservation Commission meeting where they talked about Seacoast Ventures, Riverwoods, and the YMCA. The Rockingham Planning Commission met and talked about accessory dwelling units.

Selectwoman Surman had nothing to report, but said the Swasey Parkway Trustees got together.

Vice Chair Gilman reported HDC was canceled. They are waiting to hear from LCHIP still.

Selectwoman Belanger reported a joint Water/Sewer and BOS meeting. She said they discussed several issues.

Chair Chartrand reported EEDC will meet tomorrow at 6:30pm.

e. Correspondence

The following correspondence were included in the packet:

- letter from Ellen Chandler
- letter from Karen Derocher
- letter from Kathy Thompson
- letter from Morgan Roberts
- letter from Kathy Corson
- letter from Rockingham County Engineering and Maintenance Services
- letter from James R. St. Jean Auctioneers
- letter from Nancy Mayville
- letter from Andrew Stollar
- letter to David Safford from DES

- letter from Rockingham Planning Commission

8. Review Board Calendar

The BOS next meeting is 10/10/16.

9. Non-Public Session

None.

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Vice Chair Gilman to adjourn the meeting at 8:23pm. Motion carried – all in favor.

Respectfully submitted,

Nicole Piper, Recording Secretary

MEMORANDUM

TO: Gary Lynn, P.E., Talcott Hubbard, P.E.
FROM: Jeff McClure, P.E., Sam Kenney, E.I.T.
DATE: February 26, 2016 - *Revised*
SUBJECT: Town of Stratham, NH – Gibbs Station Water Main Extension
Gibbs Oil Site – DES No. 199203018

The purpose of this study was to determine the cost of extending the Town of Exeter's water system to serve the MTBE-affected Gibbs station located in the adjacent town of Stratham (the town). The project area incorporates a portion of the Portsmouth Street (NH Route 108) corridor that intersects NH Route 101. The MTBE Remediation Bureau (the Bureau) has committed to the extension of the Exeter water system to the Gibbs station property and will provide funding for an 8-inch domestic water service. Two options exist for the installation of the extension and are described below.

Option 1: Installation through Existing Pipe Sleeves

Option 1 incorporates the existing 24-inch steel pipe sleeves located on the east side of Route 108, passing under Route 101 and its on/off ramps (see Figure 1). An 8-inch main would be installed via open cut from the end of the Exeter water system and along the east side of Route 108, utilizing the existing pipe sleeves under Route 101. The water main would continue to be installed via open cut along Route 108 until a point south of West Road. At this location the main would be installed via horizontal direction drill (HDD) methods under Route 108 to the western side of the road. The crossing of Route 108 using HDD will greatly reduce the disruption of traffic flow by keeping all equipment off of the travel way. The main would then be installed via open cut to the Gibbs station, including the crossing of West Road. A breakdown of the linear footage for each water main installation method for this option is shown in Table 1:

**TABLE 1
 OPTION 1 – WATER MAIN INSTALLATION METHOD**

Water Main Installation Method	Linear Footage of Installation (feet)
Open Cut	1,040
Through Existing 24-inch Sleeve	460
Horizontal Directional Drill	200
Total	1,700

Table 2 shows the estimated construction cost for Option 1, including, but not limited to, items such as an above-ground hot-box metering connection, valving, a flushing hydrant for the 8-inch extension and pavement replacement on West Road. The cost also includes the excavation bond required by the Department of Transportation (DOT) for any project within the right-of-way of a state road.

**TABLE 2
 OPTION 1 – INSTALLATION COST**

Project Item	Cost
Construction Cost	\$231,000
Contingency (15%)	\$35,000
Engineering	\$110,000
Total	\$376,000

Option 2: Installation via Horizontal Directional Drill

Option 2 incorporates installation of the water main using HDD methods in lieu of using the existing 24-inch pipe sleeves passing under Route 101 and its on/off ramps. Similar to Option 1, the 8-inch main would be installed via open cut from the end of the Exeter water system and along the east side of Route 108. Instead of utilizing the existing pipe sleeves to cross Route 101 and the on/off ramps, the water main would be installed via HDD at these locations. The remainder of the water main route would be installed in the same manner as Option 1. A breakdown of the linear footage for each water main installation method for this option is shown in Table 3:

**TABLE 3
 OPTION 2 – WATER MAIN INSTALLATION METHOD**

Water Main Installation Method	Linear Footage of Installation (feet)
Open Cut	950
Horizontal Directional Drill	750
Total	1,700

Table 4 shows the estimated construction cost for Option 2, including, but not limited to, items such as an above-ground hot-box metering connection, valving, flushing hydrant for the 8-inch extension, and pavement replacement on West Road.

**TABLE 4
 OPTION 2 – INSTALLATION COST**

Project Item	Cost
Construction Cost	\$311,000
Contingency (15%)	\$47,000
Engineering	\$110,000
Total	\$468,000

Summary

Option 1 presents the Bureau the most cost effective solution to extending the Exeter water system to the MTBE-affected Gibbs station property by utilizing the existing 24-inch pipe sleeves along Route 108. Discussion with DOT has indicated that sleeves are available for use during construction of the water main. Additional coordination with the towns of Exeter and Stratham will confirm that the sleeves are available for use. The project presents the Bureau with the opportunity to connect the Gibbs station to the Exeter water system, and facilitate the expansion of public water supply into Stratham.

TOWN OF STRATHAM, NH

WESTON & SAMPSON ENGINEERS, INC.
 STRATHAM, NH
 PROJECT NO. 2160118
 2/29/2016

GIBBS STATION WATER MAIN EXTENSION - USE EXISTING SLEEVES
 ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS
 Study Estimate

ITEM NO.	DESCRIPTION	TOTAL QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
WATER MAINS AND FITTINGS					
1a	8-inch pipe and fittings, per l.f. (HDD)	200	LF	\$200.00	\$40,000.00
1b	8-inch pipe and fittings, per l.f. (open cut)	1,040	LF	\$76.00	\$79,040.00
1c	8-inch pipe and fittings, per l.f. (install in sleeve)	460	LF	\$51.00	\$23,460.00
1d	Additional Fittings, per lb.	1,000	LB	\$3.25	\$3,250.00
VALVES & APPURTENANCES					
2a	Hot Box & Aluminum Enclosure, each	1	EA	\$22,230.00	\$22,230.00
2b	Electrical conduit, wiring, and unit heater, lump sum	1	LS	\$15,000.00	\$15,000.00
2c	8-inch meter, each	1	EA	\$5,500.00	\$5,500.00
2d	8-inch Gate Valve, per valve	2	EA	\$2,100.00	\$4,200.00
2e	8-inch Check Valve, per valve	2	EA	\$3,700.00	\$7,400.00
2f	Hydrant, per hydrant	1	EA	\$3,500.00	\$3,500.00
SERVICE CONNECTIONS					
3a	1.25-inch Curb Stop	1	EA	\$500.00	\$500.00
3b	1.25-inch Corporation Stop	1	EA	\$600.00	\$600.00
3c	2-inch or 1.25-inch Service Pipe	45	LF	\$20.00	\$900.00
SEWER AND DRAIN RECONSTRUCTION					
4a	Sewer and Drain Reconstruction, per construction	2	EA	\$1,000.00	\$2,000.00
EARTHWORK					
5a	Unsuitable Material, per cu. yd.	50	CY	\$20.00	\$1,000.00
5b	Additional Earthwork, per cu. yd.	25	CY	\$15.00	\$375.00
5c	Test Pits, per cu. yd.	15	CY	\$64.00	\$960.00
PAVEMENT REPLACEMENT					
6a	Top Course, per ton	10	Ton	\$150.00	\$1,500.00
6b	Binder Course, per ton	20	Ton	\$130.00	\$2,600.00
DUST CONTROL					
7a	Calcium Chloride, per lb	500	LB	\$0.70	\$350.00
ENVIRONMENTAL PROTECTION					
8a	Mulch Filter Sock, per l.f.	400	LF	\$4.50	\$1,800.00
TRAFFIC CONTROL					
9a	Flaggers, per hour worked	40	HR	\$22.00	\$880.00
PERMITTING AND BONDS					
10a	NHDOT Excavation Bond, lump sum	1	LS	\$14,500.00	\$14,500.00
SUBTOTAL					\$231,545
15% Contingency					\$34,732
Engineering					\$110,000
CONSTRUCTION TOTAL					\$376,277

TOWN OF STRATHAM, NH

WESTON & SAMPSON ENGINEERS, INC.
 STRATHAM, NH
 PROJECT NO. 2160118
 2/29/2016

GIBBS STATION WATER MAIN EXTENSION - HDD Under Rt. 101
 ENGINEER'S OPINION OF PROBABLE CONSTRUCTION COSTS
 Study Estimate

ITEM NO.	DESCRIPTION	TOTAL QUANTITY	UNIT	UNIT PRICE	TOTAL AMOUNT
WATER MAINS AND FITTINGS					
1a	8-inch pipe and fittings, per l.f. (HDD)	750	LF	\$200.00	\$150,000.00
1b	8-inch pipe and fittings, per l.f. (open cut)	950	LF	\$76.00	\$72,200.00
1c	8-inch pipe and fittings, per l.f. (install in sleeve)	0	LF	\$51.00	\$0.00
1d	Additional Fittings, per lb.	1,000	LB	\$3.25	\$3,250.00
VALVES & APPURTENANCES					
2a	Hot Box & Aluminum Enclosure, each	1	EA	\$22,230.00	\$22,230.00
2b	Electrical conduit, wiring, and unit heater, lump sum	1	LS	\$15,000.00	\$15,000.00
2c	8-inch meter, each	1	EA	\$5,500.00	\$5,500.00
2d	8-inch Gate Valve, per valve	2	EA	\$2,100.00	\$4,200.00
2e	8-inch Check Valve, per valve	2	EA	\$3,700.00	\$7,400.00
2f	Hydrant, per hydrant	1	EA	\$3,500.00	\$3,500.00
SERVICE CONNECTIONS					
3a	1.25-inch Curb Stop	1	EA	\$500.00	\$500.00
3b	1.25-inch Corporation Stop	1	EA	\$600.00	\$600.00
3c	2-inch or 1.25-inch Service Pipe	45	LF	\$20.00	\$900.00
SEWER AND DRAIN RECONSTRUCTION					
4a	Sewer and Drain Reconstruction, per construction	2	EA.	\$1,000.00	\$2,000.00
EARTHWORK					
5a	Unsuitable Material, per cu. yd.	50	CY	\$20.00	\$1,000.00
5b	Additional Earthwork, per cu. yd.	25	CY	\$15.00	\$375.00
5c	Test Pits, per cu. yd.	15	CY	\$64.00	\$960.00
PAVEMENT REPLACEMENT					
6a	Top Course, per ton	10	Ton	\$150.00	\$1,500.00
6b	Blinder Course, per ton	20	Ton	\$130.00	\$2,600.00
DUST CONTROL					
7a	Calcium Chloride, per lb	500	LB	\$0.70	\$350.00
ENVIRONMENTAL PROTECTION					
8a	Mulch Filler Sock, per l.f.	400	LF	\$4.50	\$1,800.00
TRAFFIC CONTROL					
9a	Flaggers, per hour worked	40	HR	\$22.00	\$880.00
PERMITTING AND BONDS					
10a	NHDOT Excavation Bond, lump sum	1	LS	\$14,500.00	\$14,500.00
SUBTOTAL					\$311,245
15% Contingency					\$46,687
Engineering					\$110,000
CONSTRUCTION TOTAL					\$467,932

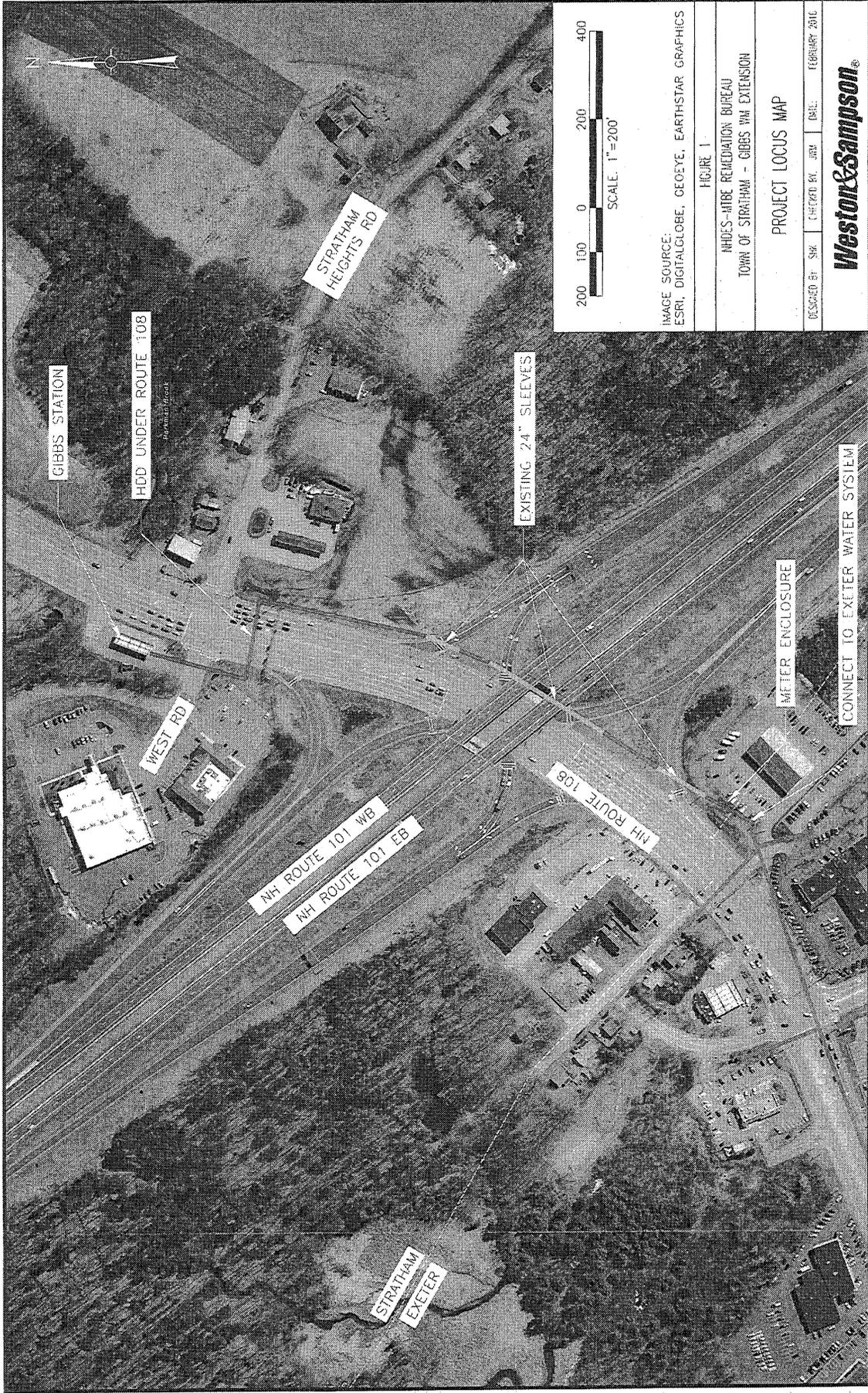


IMAGE SOURCE:
 ESRI, DIGITALGLOBE, GEOEYE, EARTHSTAR GRAPHICS

FIGURE 1

NHDES-ATBE REMEDIATION BUREAU
 TOWN OF STRATHAM - GIBBS WM EXTENSION

PROJECT LOCUS MAP

DESIGNED BY: SHW CHECKED BY: JRM DATE: FEBRUARY 2010

Weston & Sampson

**TOWN OF EXETER
MEMORANDUM**

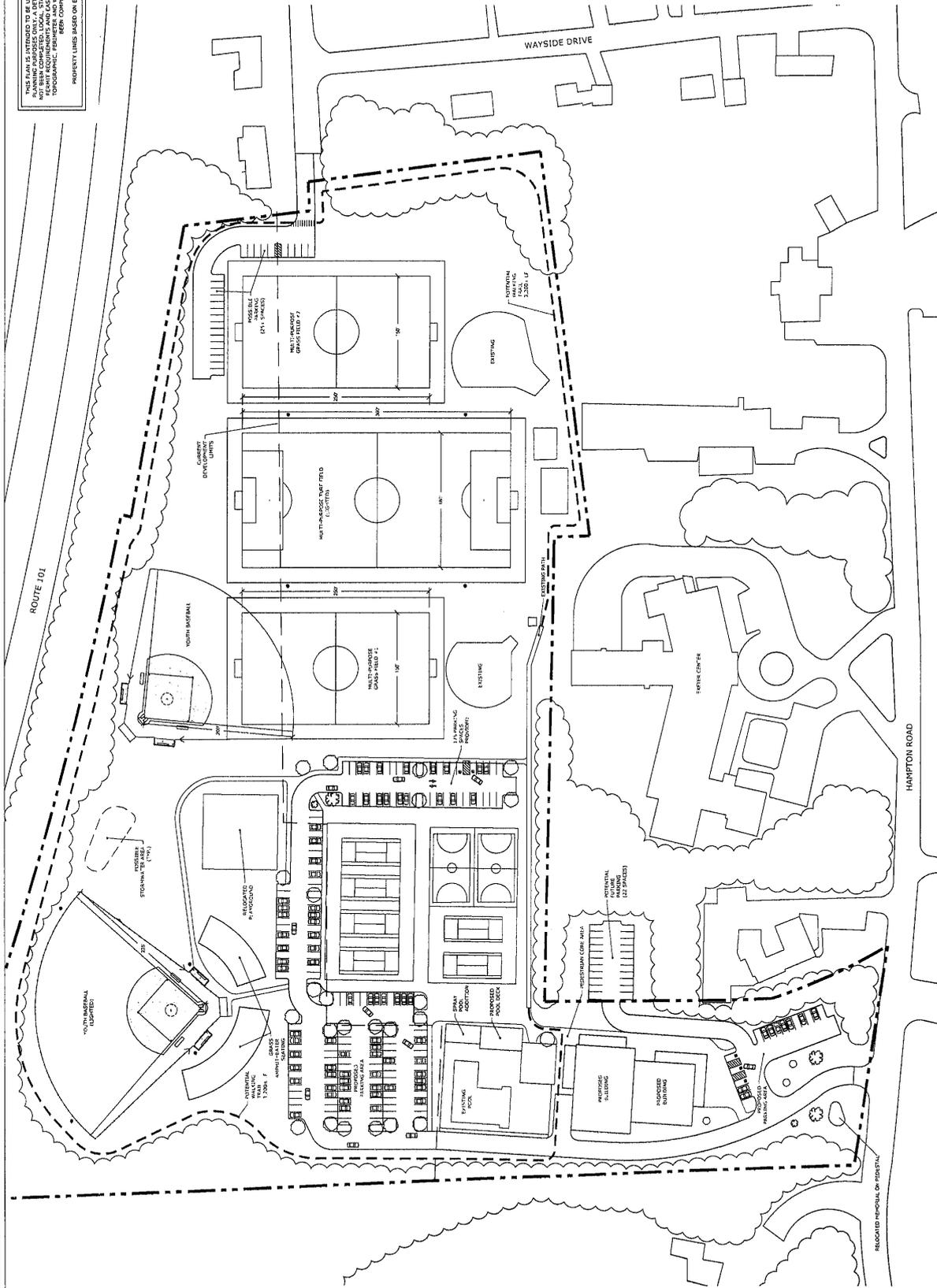
TO: Board of Selectmen
FROM: Town Manager 
RE: Recreation Park Project Update
DATE: October 7th, 2016

The Parks and Recreation Department will be present Monday to update the Board on the progress of the Recreation Park project, along with a discussion of exploring naming rights as part of the project. It is unknown at this time what the scope and amount available would be for naming rights. Naming rights come in many forms, from naming fields, to naming facilities, to naming entire parks. A typical scenario would entail the naming rights sponsor having a name on the sign to the entrance to the park and/or facility.

A recent example of naming rights occurred in Claremont, NH where the city accepted a 3 million dollar donation and in return named the community center "Claremont Savings Bank Community Center." Images of the center are available on the internet with the signage utilized.

Any naming rights would require Board approval, subject to the policy adopted in 2015.

THIS PLAN IS INTENDED TO BE USED FOR CONCEPTUAL AND PLANNING PURPOSES ONLY. A DETAILED ZONING REVIEW, SITE PLAN REVIEW, AND CONSTRUCTION PERMITS MUST BE OBTAINED FROM THE LOCAL GOVERNMENT AND AGRICULTURE DEPARTMENT. THE INFORMATION, DESIGN AND CONSTRUCTION MUST BE VERIFIED BY THE LOCAL GOVERNMENT AND AGRICULTURE DEPARTMENT. THE INFORMATION, DESIGN AND CONSTRUCTION MUST BE VERIFIED BY THE LOCAL GOVERNMENT AND AGRICULTURE DEPARTMENT. THE INFORMATION, DESIGN AND CONSTRUCTION MUST BE VERIFIED BY THE LOCAL GOVERNMENT AND AGRICULTURE DEPARTMENT.



Tighe & Bond
 Consulting Engineers
 October 4, 2016
 E-0811-1-C-0506-1002.dwg

**CONCEPT PLAN FOR EXETER RECREATION PARK
 EXETER, NEW HAMPSHIRE**



SITE DEVELOPMENT

Driveway, Parking and Sidewalks (gravel lot)		
Turf Field	\$	700,000.00
<i>lights</i>	\$	1,500,000.00
<i>light installation</i>	\$	170,000.00
<i>turf & drainage base</i>	\$	100,000.00
<i>fencing</i>	\$	700,000.00
<i>site work</i>	\$	125,000.00
	\$	405,000.00
Lighted Baseball	\$	550,000.00
<i>lights</i>	\$	95,000.00
<i>light installation</i>	\$	65,000.00
<i>sod and installation</i>	\$	65,000.00
<i>fencing</i>	\$	30,000.00
<i>site work</i>	\$	295,000.00
Non Light baseball (site work)	\$	200,000.00
Utilities	\$	300,000.00
Stormwater Management	\$	250,000.00
Small Parking Lots & Walking Trail	\$	50,000.00
Fencing and Landscape	\$	150,000.00
Pool Deck Moving	\$	15,000.00
Playground Demo	\$	25,000.00
New Playground	\$	225,000.00
Building Pad Prep	\$	100,000.00
	\$	-
	\$	4,065,000.00
Recreation Building (\$200/ft.)	\$	3,000,000.00
PROJECT SUBTOTAL	\$	7,065,000.00

Targeted Partners

1. Local Corporations interested in giving back and/or linking brand to park
2. Area residents with financial means who wish to memorialize name
3. Average citizens who want to participate in the project financially.

Sponsorship Policy Adopted September 21st, 2015

Town of Exeter	Policy Number: TBD	Adopted by: Board of Selectmen
Subject: Parks/Recreation Sponsorship Policy	Adoption Date: 9/21/15 Effective Date: 9/21/15	Supersedes: None

1.0 Purpose of the Policy:

The purpose of this policy is to provide specific guidelines for developing and managing sponsorships for Exeter Parks and Recreation facilities, programs and events.

Departments Affected: Parks and Recreation Department

Definitions:

Gold Sponsorship - A type of sponsorship in which the individual, foundation, corporation, nonprofit organization, service club, or other entity purchases the exclusive right to be named as the Title Sponsor of an event, program, or service.

Silver Sponsorship - A type of sponsorship in which an individual, foundation, corporation, nonprofit organization, service club, or other entity provides cash in support of a Town event, program or service.

Bronze Sponsorship - A type of sponsorship in which an individual, foundation, corporation, nonprofit organization, service club or other entity provides goods or services in exchange for sponsorship recognition of a Town event, program or service. No monetary exchange with an In-Kind agreement.

Fencing Panel – Any space between vertical and horizontal structural elements.

2.0 Policy:

It is the policy of the Exeter Parks and Recreation Department to actively pursue sponsorships for Town parks, facilities, programs, services and events from individuals, foundations, corporations, nonprofit organizations, service organizations and other entities in order to enhance and sustain Exeter’s parks and recreation system, community facilities, community programs, community services, and community events. All such sponsorships shall comply with the guidelines established by this policy. The Selectboard, at its discretion, may grant variances to this policy.

3.0 Parks/Recreation Department Responsibilities

- 3.1 The Parks and Recreation Department is responsible for creating sponsorship opportunities and for soliciting, negotiating and administering all sponsorships and agreements. Staff approving sponsorship proposals must ensure that all relevant ordinances, policies and authorities are adhered to and where applicable that insurance, indemnification, ethical scans, business good standing status, and permits have been obtained.
- 3.2 The Department shall maintain a log of all sponsorship contributions, and issue a written acknowledgement of the agreement to each sponsor.
- 3.3 Banners may be allowed at Parks/Recreation facilities as part of a sponsorship agreement. Banners shall be of an acceptable size and placement of the banners at Parks/Recreation facilities shall be approved by the Board of Selectmen.

3.4 Banner Locations

Recreation Park

1. Main Tennis Court – East (facing soccer/baseball fields) and West (facing pool) fencing.
2. Daniel Healy Pool – East and West Fencing
3. Recreation Ballfield Fencing and Backstops (placement to not impede viewing of games or activities).

Brickyard Park

1. Fencing panel sections facing field only (flag football/lacrosse).

4.0 Guidelines

All proposed sponsorship relationships will be considered on an individual, case-by-case basis, in order of applications received.

Considerations when establishing sponsorship relationships include:

1. Agreements shall not limit the Town's ability to seek other sponsors.
2. The sponsorship cannot be made conditional on the Town's performance.
3. The evaluation of the potential sponsor shall include, but not be limited to the individual's or the organizations: values and principles; products and services offered; record of environmental stewardship and responsibility; rationale for its interest in partnering with the Town; expectations; ability to provide monetary support if necessary and timelines to enter into an agreement.

Sponsorship Policy Adopted September 21st, 2015

4. Ineligible sponsorships include, but are not limited to any potential sponsor whose primary products or services are substantially derived from the sale of alcohol, drugs, tobacco, gambling, firearms, or sexually explicit or inappropriate materials.
5. The Town will not solicit nor accept sponsorships from individuals, foundations, corporations, nonprofit organizations, service clubs, or other entities whose reputation could prove detrimental to the Town's public image. The Town will not allow advertising, either directly or through third party arrangements, which present demeaning or derogatory portrayals or individuals or groups or contain anything which, in light of generally prevailing community standards, is likely to cause deep or widespread offense. The Town may, as its discretion, bring any proposals to the Board of Selectmen for their approval even if they do not meet the guidelines of this Policy.
 - A. The Town retains the right to accept or reject any sponsorship application submitted for approval. If the application is rejected, a notification will be sent to the applicant clarifying the decision for rejection.

5.0 Types of Sponsorships

Sponsorships are negotiated and tailored to each event, program, facility or service. A hierarchy of benefits is associated with the different types of sponsorships, often providing more branding and visibility with higher levels of support. Each type of sponsorship will have specific levels detailing the value of the sponsorship.

A. Events, Programs and Services Sponsorships

The following guidelines shall be applied when entering into a Gold Sponsorship agreement for Town events, programs, and services:

1. Recognition as Gold Sponsor for a specific event, program or service
2. Recognition in media releases and promotional material as Gold Sponsor for the event, program or service
3. Gold Sponsor signage/display at the event or program location for a period not to exceed the length of the event.
4. Recognition as Gold Sponsor on event/program and website
5. Category/product exclusivity for the event, program or service
6. A Gold Sponsor may occupy up to 2 sections of chain link fencing panels with a contiguous banner per facility.

The following guidelines shall be applied when entering into a Silver Sponsorship agreement for Town events, programs, and services:

Sponsorship Policy Adopted September 21st, 2015

1. as a sponsor for a specific event, program or service
2. Recognition in media releases and promotional material as a Sponsor for the event, program or service.
3. Appropriate Sponsor signage/display at the event or program location for a period not to exceed the length of the event.
4. Appropriate recognition on event/program website as a Sponsor for the event, program or service.
5. A Silver Sponsor may occupy 1 section of chain link fencing with a single banner per facility.

The following guidelines shall be applied when entering into a Bronze Sponsorship agreement for Town events, programs and services:

1. Recognition as a sponsor for a specific event, program or service
2. Appropriate recognition in media releases and promotional material as a Sponsor for the event, program or service.
3. Appropriate Sponsor signage/display at the event or program location for a period not to exceed the length of the event.
4. Appropriate recognition on event/program website as a Sponsor for the event, program or service
5. Bronze sponsorships shall not include banners.

6.0 Procedures for Establishing Sponsorship Relationships

Sponsorships relationships are established primarily through initiation by the Town, through its Parks and Recreation Department informally or formally via a Request for Sponsors process, or if initiated by an interested party.

Interested parties are encouraged to contact the Parks and Recreation Department at any time to discuss potential sponsorship opportunities. A completed sponsorship application must be submitted with a letter of proposal identifying specific details of the proposed sponsorship.

Additionally, sponsorship relationships for a specific park, facility, project, program, service or event may be initiated by organizations that the Town partners with via Parks/Recreation agreements, or Facilities Use Agreements; however they must be turned over to the Town for processing and negotiating once initiated. At no time shall the organization speak on behalf of, or negotiate on behalf of the Town.

7.0 Approvals

- A. The Board of Selectmen will approve all sponsorships related to:
 1. Sponsorships that exceed \$10,000;
 2. Naming Rights; or

Sponsorship Policy Adopted September 21st, 2015

3. Agreements that exceed three (3) years in length of term.

B. The Town Manager will approve all sponsorships related to:

1. Sponsorships valued between \$5,001 - \$9,999;

Provided that Board of Selectmen approval is not otherwise required.

C. The Parks/Recreation Director will approve all sponsorships related to:

1. Sponsorships up to \$5,000; and
2. Bronze Level Sponsorships
3. Parks/recreation events; and
4. Parks/recreation programs; and

Provided that neither Selectboard approval nor town manager approval is otherwise required.

D. Responsibilities of the Sponsor

1. Provide for the Exeter Parks and Recreation Department Logo to appear on any promotional materials and/or electronic media used in association with the park, event, (etc from above).
2. Include the text "Proud Sponsor of the Exeter P&RD" on any promotional materials and/or electronic media used in association with the park, event, (etc from above).
3. Include the spoken words "Proud Sponsor of the Exeter P&RD" on any verbal communication used in association with the park, event, (etc from above).
4. Use of the P&R logo are for the purposes in itemized in paragraph D is exclusive to the approved and active sponsorship application and not to be used for any other purpose.
5. Banners where applicable shall be limited to not more than the height of the fencing panel less six inches each side.
6. Banners at Brickyard Park shall be placed so as to face the interior of the facility only.
7. Banners where applicable shall be limited to not more than the height of the fencing panel less six inches each side.
8. Sponsors will provide a certificate of insurance to the Town naming the Town as an additional insured as required.

8.0 Termination of Sponsorship

A. The Town of Exeter reserves the right to accept or reject any sponsorship proposal submitted for approval, The Town reserves the right to terminate the agreement at any time if, in the Town's sole discretion, continuation of the sponsorship is determined not to be in the best interests of the Town.

Sponsorship Policy Adopted September 21st, 2015

- B. The Sponsor reserves the right to withdraw the sponsorship proposal at any time during the approval process.
- C. The Sponsor may also withdraw from the agreement with thirty (30) days of execution of the agreement. However, no refund will be given on any funds received by the Town prior to receipt of the notification of withdrawal.
- D. All sponsorships may be renewed annually at the discretion of the Town.

Approved this 21st day of September, 2015

Julie D. Gilman, Chairwoman

Don Clement, Vice Chairman

Nancy Belanger, Clerk

Anne L. Surman

Daniel Chartrand

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager 
RE: Epping Road TIF/King Parcel
DATE: October 7th, 2016

Economic Development recently hosted a public input session on the King property on Epping Road, at the Town Hall on September 29th. At the meeting a concept plan was presented (included in the packet) for developing the parcel and input was sought on this concept. Members of the public were in attendance.

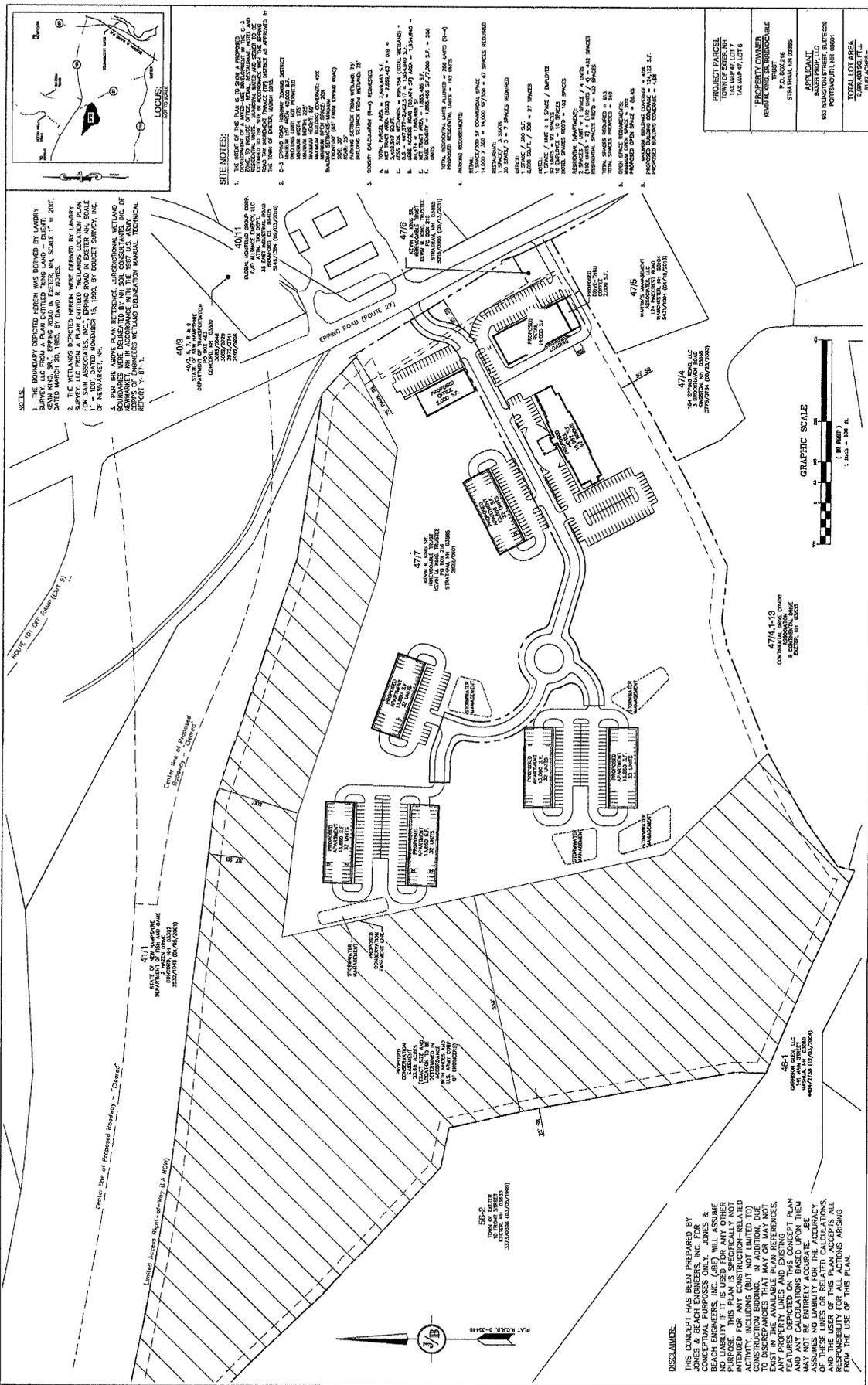
As the Board knows, this parcel is a key component of the TIF and overall economic development strategy for the Epping Road corridor. Several ideas have been talked about in recent years including mixed use.

Since this parcel has the continued potential to “unlock” the TIF, the concept plan is presented here for board discussion. Based on the development potential of the site, it is possible that multiple scenarios exist, each of which may or may not entail the highest and best use of the site, and give the maximum return to the community.

Board input is being sought on the potential of this parcel vis-à-vis Goals #1 and #2 as identified by the Board in April of 2016.

The parcel is likely to be subject to much discussion during the upcoming master plan sessions, and at 63 acres represents one of the largest commercially zoned properties remaining in the town. It may be helpful to have staff conduct a full zoning and site analysis on this specific parcel to identify all of the issues related to its potential development.

Baker Plan



NOTES:
 1. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "LAND - CLERT" DATED MARCH 23, 1988, BY DAVID R. HODGES.
 2. THE WETLANDS DEPICTED HEREIN WERE DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "WETLANDS LOCATION PLAN" DATED MARCH 23, 1988, BY DAVID R. HODGES.
 3. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 4. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 5. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 6. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 7. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 8. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 9. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 10. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.

SITE NOTES:
 1. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 2. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 3. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 4. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 5. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 6. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 7. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 8. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 9. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.
 10. THE BOUNDARY DEPICTED HEREIN WAS DERIVED BY LANDRY SURVEY, LLC FROM A PLAN ENTITLED "SUBDIVISION PLAN" DATED NOVEMBER 15, 1988, BY DAVID R. HODGES.

PROJECT PARCEL	145 MAP # 1, LOT 6
PROPERTY OWNER	REVITALIZING BRIDGE, INC./REDEVELOPABLE STRATEGICAL HOLDINGS
APPLICANT	BAKER PROPT, LLC
TOTAL LOT AREA	81,972 SQUARE FEET

DRAWING NO.
ZBA2
 SHEET 2 OF 2
 JOB PROJECT NO. 14027

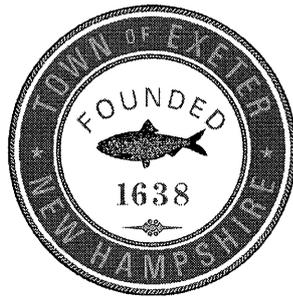
Drawing Name: ZBA SUBMITTAL - #1
Project: LAND OF KEVIN KING
 EPPING ROAD (ROUTE 27), EXETER, NH
Client: BAKER PROPERTIES, LLC
 685 BUNTING STREET, SUITE 200, PANTSMOUTH, NH 03801

J/B Jones & Beach Engineers, Inc.
 Civil Engineering Services
 85 Broomfield Drive
 Exeter, NH 03824
 Phone: 603-772-4746
 Fax: 603-772-0227
 E-Mail: jones@jonesandbeach.com

No.	Date	By	For
0	02/26/15	EB	EGD FOR REVIEW
			Revisions

DISCLAIMER:
 THIS CONCEPT HAS BEEN PREPARED BY JONES & BEACH ENGINEERS, INC. FOR CONCEPTUAL PURPOSES ONLY. JONES & BEACH ENGINEERS, INC. WILL ASSUME NO LIABILITY FOR THE ACCURACY OF THIS PLAN. ANY ALTERATIONS, AUTHORIZED OR UNAUTHORIZED, SHALL BE THE USER'S SOLE RESPONSIBILITY AND WITHOUT LIABILITY TO J&B.

Working together is success.
— Henry Ford



Town of Exeter
New Hampshire

April 30, 2016

Primex³
NH Public Risk Management Exchange

Center for
Public Sector
Advancement

Promoting Excellence in the Public Sector

Purpose and Intended Result of the Session

The purpose of the session was for the Board and Town Manager to come together to lay the horizon for the Town and establish goals and strategies that will help guide the Town over the next twelve (12) months.

Participants

Julie Gilman, Vice-Chairman
Donald Clement, Board of Selectmen
Anne Surman, Board of Selectmen
Nancy Belanger, Clerk
Dan Chartrand, Chairman
Russ Dean, Town Manager

The exercise was facilitated by:

Rick Alpers, Risk Management Consultant, Primex³
Shelley Walts, Member Service Consultant, Primex³

2015 Goals Review Discussion

The session began with the Board of Selectmen and Town Manager reviewing the successful goals for 2015 and to identify any goals to continue working on along with the goals identified for 2016.

Grow and Improve Relationship with major Industries in Town – Goal Partially Achieved

- **Exeter School Board** - not as much engagement as hoped. Full day Kindergarten was passed by the Town.
- **Philips Exeter Academy** - good collaboration with Academy with ongoing improved communications.
- **Exeter Hospital** - good working relationship.
- **River Woods** - Very good relationship. Active with group on events and committees along with a great volunteer base.

*Will continue to work with these organizations to develop relationships and for assistance on committees such as the Steering Committee for the Master Plan.

Regional Waste Water Treatment Solution – Goal Achieved

Town voted to move forward on its own to build a new waste water treatment plant.

Water Purchase with Stratham – Goal Achieved

While Exeter voters agreed the Town of Stratham returned a “no” vote. Exeter moved forward on its own. Continued talks still on going with Stratham on water and sewer joint ventures.

Planning Department Complete Operations Review – Goal Achieved

- MRI completed Report
- New Planner was hired
- Continue to review operations and process issues
- Working with housing Committee to provide data

General Topics for Discussion for 2016

Top 2-3 Priorities for 2016

Each Board member and the Town Manager identified their individual 2-3 priorities for the Town of Exeter to focus on in 2016.

Don Clement

1. Structure and Process of Economic Development
2. Economic Development Strategic Plan to be reviewed by Board of Selectmen and then supported
3. Vision and Mission for town
4. Master Plan Update
5. Improved Communication both internal and external

Dan Chartrand

1. Wetland Zoning concerns on Epping Road to unlock TIF – expand commercial and mixed use base
2. Take advantage of low interest rates to accelerate Capital Improvements
3. Master Plan Update- Consider adding sections on Housing Committee, Economic Development Strategic Plan

Julie Gilman

1. Work with State on legislation that directly affects Exeter
2. Work with Exeter hospital on the ever changing demographics of Exeter
3. Zoning to be fine tuned
4. New Town Manager Contract

Anne Surman

1. Master Plan in relation to Philips Exeter Academy - working together
2. Modeling of neighborhoods - Zoning
3. Develop a marketing plan for the town that includes a section on community development while working alongside the Chamber of Commerce to produce the plan.

Nancy Belanger

1. Work to identify areas of town that could benefit from an improved traffic flow
2. MRI Report - Roles within Town: Board of Selectmen, Committees, Commissions
Develop Training / handbook to foster volunteerism
3. Continue to review and support Recreation Department Plan and Improvements
4. Board of Selectmen to-do list calendar - dates of upcoming events, meetings, evaluations, contracts, etc.
5. Water/Sewer Rate Study

Russ Dean

1. Continue to Improve Economic Development Plan
2. Participate in Economic Development Strategic Plan as part of Master Plan
3. Maintain Community Relations and Improve on outreach
4. Facilities Plan - Audit completed

Top 2016 Goals

The Board of Selectmen and the Town Manager identified the top goals for the Town of Exeter and to develop a work plan. The goals were formulated from the individual goals listed above. The goals and deadline for an update or completion are listed below.

GOAL #1: *Master Plan Update*

- Board of Selectmen to be active in driving update with Steering Committee

- Review and encourage demographic diversity throughout each chapter of the Master Plan
- Individual Board Members begin to define priorities for upcoming master Plan update - **March 2017**
- Update Master Plan to add Economic Development Chapter - assigned to **Julie Gilman**

GOAL #2: *Continue to Improve Economic Development Program*

- Participate and complete Economic Development Strategic Plan
- Intensive Zoning Review
- End of year MRI report update on Community Development Planning approval process - **December 2016**
- Continue to encourage Commercial Development: Epping Rd., Portsmouth Ave., Lincoln St.

GOAL #3: *Community Relations and Outreach*

- Improve Communications Internally and Externally
 - ✓ **Internal:** Board of Selectmen, other Boards, committees, Staff
 - ✓ Streaming of meetings
 - ✓ Improve Selectmen communications through Department Head reports
 - ✓ Hold Board "meet and greets"
 - ✓ **External:** Businesses, organizations, citizens, volunteers
 - ✓ Utilize social media more often
 - ✓ Contact AHA for website review and possible updates for navigation capabilities and mobile-friendly

Continue working with Exeter School Board, Exeter Hospital, River Woods and Philips Exeter Academy

GOAL #4: *Capital Improvement Strategy*

- | | |
|--|------------------------------------|
| ▪ Take Advantage of low interest rates | ▪ Court Street |
| ▪ Potential Projects | ▪ Westex |
| ▪ Facilities | ▪ Water Facility on Portsmouth Ave |
| ▪ Water/Sewer Extensions | ▪ Sidewalks/Cross Walks |
| ▪ Recreation Proposal | ▪ Roads |

To be discussed and vetted for budget season **September 2016**

Center for
Public Sector
.....
A d v a n c e m e n t



Bow Brook PLace
46 Donovan Street
Concord, NH 03301

603-225-2841
800-698-2364

www.nhprimex.org

Trust. Excellence. Service.



CELEBRATING OVER 30 YEARS OF SERVICE TO OUR CLIENTS

PLEASE RESPOND TO THE EXETER OFFICE

MICHAEL J. DONAHUE
CHARLES F. TUCKER
ROBERT D. CIANDELLA
LIZABETH M. MACDONALD
JOHN J. RATIGAN
DENISE A. POULOS
ROBERT M. DEROSIER
CHRISTOPHER L. BOLDT
SHARON CUDDY SOMERS
DOUGLAS M. MANSFIELD
KATHERINE B. MILLER
CHRISTOPHER T. HILSON
JUSTIN L. PASAY
HEIDI J. BARRETT-KITCHEN
NICOLE L. TIBBETTS
ERIC A. MAHER
DANIELLE E. FLORY

OF COUNSEL
NICHOLAS R. AESCHLIMAN

ROBERT A. BATTLES
(1951-2010)

September 19, 2016

Russell Dean, Town Manager
Town of Exeter
10 Front Street
Exeter, NH 03833

Re: **RiverWoods - The Woods, The Ridge and The Boulders**

Dear Russ:

Please find enclosed **three** proposed Agreements between the Town of Exeter, by and through its Board of Selectmen, and The RiverWoods Company, at Exeter, New Hampshire, regarding the taxes for the properties known as The Woods, The Ridge and The Boulders. If they are satisfactory, please have them signed by the Selectmen and return them to me. I will then have Justine Vogel sign them on behalf of RiverWoods before the November 1st deadline.

Thank you for your assistance.

Very truly yours,

DONAHUE TUCKER & CIANDELLA, PLLC

Charles F. Tucker
ctucker@DTCLawyers.com

CFT:blo

Enclosures

S:\RA-RL\RIVERWOODS\DEAN RUSS LTR RE TAXAGR.DOC

Town Manager's Office

SEP 21 2016

Received

DONAHUE, TUCKER & CIANDELLA, PLLC
225 Water Street, P.O. Box 630, Exeter, NH 03833
111 Maplewood Avenue, Suite D, Portsmouth, NH 03801
Towle House, Unit 2, 164 NH Route 25, Meredith, NH 03253
83 Clinton Street, Concord, NH 03301

1-800-566-0506

www.dtclawyers.com

(The Woods)

AGREEMENT

NOW COMES the Town of Exeter, by and through its Board of Selectmen (hereinafter “Town”) and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter “RiverWoods”), and agree as follows:

1. By December 1, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:

A. the residential units (the units located in Crawford, Dixville, Franconia and Pinkham) will pay the full tax rate (state, municipal, county and school);

B. the nursing home (Monadnock) will not pay any tax (state, municipal, county or school);

C. the remainder of the RiverWoods at Exeter facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school);

D. the seventeen plus acres of property not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which are in current use, will pay taxes at the full state, municipal, county and school rate for current use property.

2. The parties to this agreement recognize that those portions of the development that support both the nursing home and the residential units will be taxed on a pro rata basis.

3. This agreement on principle shall not preclude either party from questioning the precise percentage amounts allocated to the taxable and nontaxable portions, nor the assessed value of the taxable portions of the land and buildings.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement this

_____ day of October, 2016.

TOWN OF EXETER

Witness

BY: _____
Selectman

THE RIVERWOODS COMPANY,
AT EXETER, NEW HAMPSHIRE

Witness

BY: _____
Justine Vogel, President and
Chief Executive Officer
Duly Authorized

S:\RA-RL\RIVERWOODS\EXETER AGR THE WOODS.PAYMENT IN LIEU OF TAXES.DOC

(The Ridge)

AGREEMENT

NOW COMES the Town of Exeter, by and through its Board of Selectmen (hereinafter “Town”) and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter “RiverWoods”), and agree as follows:

1. By December 1, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:

- A. the residential units will pay the full tax rate (state, municipal, county and school);
- B. the nursing home will not pay any tax (state, municipal, county or school);
- C. the remainder of “**The Ridge**” facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school);
- D. the land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which are in current use, will pay taxes at the full state, municipal, county and school rate for current use property.

2. The parties to this agreement recognize that those portions of the development that support both the nursing home and the residential units will be taxed on a pro rata basis.

3. This agreement on principle shall not preclude either party from questioning the precise percentage amounts allocated to the taxable and nontaxable portions, nor the assessed value of the taxable portions of the land and buildings.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement this
_____ day of October, 2016.

TOWN OF EXETER

Witness

BY: _____
Selectman

THE RIVERWOODS COMPANY,
AT EXETER, NEW HAMPSHIRE

Witness

BY: _____
Justine Vogel, President and
Chief Executive Officer
Duly Authorized

S:\RA-RL\RIVERWOODS\EXETER AGR THE RIDGE.PAYMENT IN LIEU OF TAXES.DOC

(The Boulders)

AGREEMENT

NOW COMES the Town of Exeter, by and through its Board of Selectmen (hereinafter “Town”) and The RiverWoods Company, at Exeter, New Hampshire (formerly Life Care Services of New Hampshire Inc.), d/b/a RiverWoods at Exeter (hereinafter “RiverWoods”), and agree as follows:

1. By December 1, RiverWoods will pay to the Town real estate taxes which will be calculated by multiplying the tax rate times the assessed value of the land and buildings owned by RiverWoods as follows:

- A. the residential units will pay the full tax rate (state, municipal, county and school);
- B. the nursing home will not pay any tax (state, municipal, county or school);
- C. the remainder of “**The Boulders**” facility, including the land used for the final calculation of density under the land use ordinance of the Town of Exeter and outbuildings, will pay the full tax rate (state, municipal, county and school);
- D. the land not needed for the final calculation of density under the land use ordinance of the Town of Exeter, which are in current use, will pay taxes at the full state, municipal, county and school rate for current use property.

2. The parties to this agreement recognize that those portions of the development that support both the nursing home and the residential units will be taxed on a pro rata basis.

3. This agreement on principle shall not preclude either party from questioning the precise percentage amounts allocated to the taxable and nontaxable portions, nor the assessed value of the taxable portions of the land and buildings.

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement this
_____ day of October, 2016.

TOWN OF EXETER

Witness

BY: _____
Selectman

THE RIVERWOODS COMPANY,
AT EXETER, NEW HAMPSHIRE

Witness

BY: _____
Justine Vogel, President and
Chief Executive Officer
Duly Authorized

S:\RA-RL\RIVERWOODS\EXETER AGR THE BOULDERS.PAYMENT IN LIEU OF TAXES.DOC

Memorandum

To: Russell Dean
Exeter Town Manager

From: Scott P. Marsh, CNHA
Municipal Resources, Inc.,
Contracted Assessing Agents

Date: September 29, 2016

Re: MS 1 - Comparison

On the attached spreadsheet is a comparison of MS1 report information from the 2015 and 2016 tax years. I have provided a dollar change column and % change column to assist you in reviewing the information.

The change in current use assessments is due to application of DRA pricing. The change in other assessment is a result of the continued residential and commercial property changes as a result of continued building permits along with physical changes as a result of subdivisions, lot line adjustments and building permits. Utility assessment changes are a result of DRA updated information provided. It should also be noted that the new TIF had a value increase of roughly \$1,200,000.

The town's total taxable assessment (after exemptions which decreased slightly) increased roughly \$32,000,000 or a little less than 2% for this year.

I have provided an additional spreadsheet that shows the annual amount and percentage change that has occurred since 2009 for your viewing.

I hope this information is helpful and if there are any questions or additional data desired please let me know.



SUMMARY INVENTORY OF VALUATION

Submit to the Department of Revenue Administration by September 1

Instructions

Note: for ease of use please begin at the last section and work forward.

REPORTS REQUIRED: RSA 21-J:34 as amended, provides for certification of valuations, appropriations, estimated revenues and such other information as the Department of Revenue Administration may require upon reports prescribed for that purpose.

NOTE: The values and figures provided represent the detailed values that are used in the city/towns tax assessments and sworn to uphold under Oath per RSA 75:7. Please complete all applicable pages and refer to the instructions for individual items.

For Assistance Please Contact:

DRA Municipal and Property Division
Phone: (603) 230-5090
<http://www.revenue.nh.gov/mun-prop/>

ENTITY'S INFORMATION ?

Entity Type: Municipality Village

Municipality: EXETER

County: ROCKINGHAM

Original Date: 09/29/2016

Revision Date:

ASSESSOR

Municipal Resources Inc.

Assessor's Name

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

MUNICIPAL OFFICIALS

Daniel Chartrand

Municipal Official 1

Julie D. Gilman

Municipal Official 2

Nancy Delanger

Municipal Official 3

Anne L. Surman

Municipal Official 4

Donald Clement

Municipal Official 5

Municipal Official 6

Under penalties of perjury, We declare that we have examined the information contained in this form and to the best of our belief it is true, correct and complete.

PREPARER'S INFORMATION

Janet Whitten

Preparer's Name

(603) 773-6110

Phone Number

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

jwhitten@exeternh.gov

Email (optional)



Municipality Values

Value Land Only (Exclude amount listed in lines 3A, 3B and 4) ?

		Number of Acres	Assessed Valuation
1-A	Current Use (At current values) RSA 79-A ?	2,958.05	\$176,100
1-B	Conservation Restriction Assessment RSA 79-B ?		
1-C	Discretionary Easements RSA 79-C ?	17	\$2,800
1-D	Discretionary Preservation Easements RSA 79-D ?	0.32	\$1,600
1-E	Taxation of Land Under Farm Structures RSA 79-F ?		
1-F	Residential Land (Improved and Unimproved) ?	3,859.01	\$392,587,734
1-G	Commercial/Industrial Land (excluding Utility Land) ?	1,160.09	\$107,363,919
1-H	Total of Taxable Land ?	7,994.47	\$500,132,153
1-I	Tax Exempt and Non-Taxable Land ?	3,507.9	\$30,637,269

Value Buildings Only (Exclude amount listed in lines 3A and 3B) ?

		Number of Structures	Assessed Valuation
2-A	Residential ?		\$904,377,953
2-B	Manufactured Housing as defined in RSA 674:31 ?		\$32,380,500
2-C	Commercial/Industrial (excluding Utility buildings) ?		\$253,769,647
2-D	Discretionary Preservation Easements RSA 79-D ?	3	\$65,500
2-E	Taxation of Farm Structures RSA 79-F ?		
2-F	Total of Taxable Buildings ?		\$1,190,593,600
2-G	Tax Exempt and Non-Taxable Buildings ?		\$108,887,900

Utilities and Timber ?

		Assessed Valuation
3-A	Utilities ?	\$38,514,200
3-B	Other Utilities ?	
4	Mature Wood and Timber RSA 79:5 ?	

5) Valuation before Exemptions (Total of lines 1H, 2F, 3A, 3B and 4) ?

	\$1,729,239,953
--	-----------------



Exemptions

		Total # Granted	Assessed Valuation
6	Certain Disabled Veterans (RSA 72:36-a) ?	2	\$703,900
7	Improvements to Assist the Deaf (RSA 72:38-b-V) ?		
8	Improvements to Assist Persons with Disabilities (RSA 72:37-a) ?		
9	School Dining/Dormitory/Kitchen Exemption (RSA 72:23-IV) ?	1	\$150,000
10a	Non-Utility Water & Air Pollution Control Exemption (RSA 72:12-a) ?		
10b	Utility Water & Air Pollution Control Exemption (RSA 72:12-a) ?		
11 Modified Assessed Valuation of all Properties (Line 5 minus lines 6,7,8,9,10a,10b) ?			\$1,728,386,053

Summation of Exemptions ?

	Amount Per Exemption	Total # Granted	Assessed Valuation
12	Blind Exemption (RSA 72:37) ?	4	\$60,000
13	Elderly Exemption (RSA 72:39-a & b)	278	\$29,464,771
14	Deaf Exemption (RSA 72:38-b) ?		
15	Disabled Exemption (RSA 72:37-b) ?	51	\$2,826,000
16	Wood Heating Energy Systems Exemption (RSA 72:70) ?		
17	Solar Energy Systems Exemption (RSA 72:62) ?		
18	Wind Powered Energy Systems Exemption (RSA 72:66) ?		
19	Add'l School Dining/Dormitory/Kitchen Exemptions (RSA 72:23-IV) ?		

20 Total Dollar Amount of Exemptions (sum of lines 12-19)

Calculations			
21 NET VALUATION (used to compute Municipal, County, and Local Education Tax Rates (Line 11 minus Line 20))			\$1,696,035,282
22 LESS UTILITIES (Line 3A) Do not include the value of other utilities listed in Line 3B.			\$38,514,200
23 NET VALUATION WITHOUT UTILITIES TO COMPUTE STATE EDUCATION TAX (Line 21 minus Line 22)			\$1,657,521,082

Notes

TIF Original Assessed Value changed due to exempt property values that were inadvertently included as part of the original value.



Utility Summary: Electric, Hydroelectric, Renewable - Misc., Nuclear, Gas/Pipeline, Water & Sewer

Utility Value Appraiser ?

Who Appraises/Establishes the Utility Value in the Municipality? (If multiple, please list)

DRA

If the Municipality Uses DRA Utility Values, is it Equalized By The Ratio? Yes No

SECTION A

List Electric Companies ?

Electric Company	Assessed Valuation
HUDSON LIGHT & POWER DEPT TRANSMISSION	\$100
MASS MUNICIPAL WHOLESALE ELECTRIC TRANSMISSION	\$13,900
TAUNTON MUNICIPAL LIGHTING CO TRANSMISSION	\$100
NEXTERA ENERGY SEABROOK LLC	\$105,700
PSNH DBA EVERSOURCE ENERGY	\$1,142,600
UNITIL ENERGY SYSTEMS INC	\$15,883,300
A1 Total of all Electric Companies listed in this section:	\$17,145,700

List Gas Companies ?

Gas Company	Assessed Valuation
GRANITE STATE GAS TRANSMISSION INC	\$1,552,100
MARITIMES & NORTHEAST PIPELINE LLC	\$5,781,900
PORTLAND NATURAL GAS TRANSMISSION SYSTEM	\$3,454,400
NORTHERN UTILITIES INC	\$10,547,200
A2 Total of all Gas Companies listed in this section:	\$21,335,600



List Water and Sewer Companies 7

Water/Sewer Company	Assessed Valuation
PENNICHUCK EAST UTILITY INC	\$32,900
A3 Total of all Water and Sewer Companies listed in this section:	\$32,900
Grand Total Valuation of all Sect. A Utility Companies	\$38,514,200

SECTION B

List Other Utility Companies 7

Other Utility Company	Assessed Valuation
B1 Total of All Other Companies listed in this section (must agree with line 3B):	



Tax Credits and Exemptions

Veterans' Tax Credits ?

Credit Description	Limits	Number of Individuals	Estimated Tax Credits
Veterans' Tax Credit/Optional Veterans' Tax Credit (RSA 72:28) <small>(\$50 Standard Credit; \$51 up to \$500 upon adoption by city/town)</small>	\$500	542	\$271,000
Surviving Spouse (RSA 72:29-a) <small>*The surviving spouse of any person who was killed or died while on active duty in the armed forces of the United States. (\$700 Standard Credit; \$701 up to \$2,000 upon adoption by city or town)</small>	\$500		
Tax Credit for Service-Connected Total Disability (RSA 72:35) <small>*Any person who has been honorably discharged from the military service of the United States and who has total and permanent service-connected disability or who is a double amputee or paraplegic because of service-connected injury. (\$700 Standard Credit; \$701 up to \$2,000 upon adoption by city or town)</small>	\$2,000	23	\$46,000
Total Number and Amount		565	\$317,000

*If both husband and/or wife qualify for the credit they count as 2. If someone is living at a residence such as a brother & sister, and one qualifies count as 1, not one-half.

Disabled and Deaf Exemption Report ?

	Disabled Exemption Report (RSA 72:37-b)		Deaf Exemption Report (RSA 72:38-b)	
	Single	Married	Single	Married
Income Limits ?	\$35,000	\$45,000		
Asset Limits ?	\$150,000	\$150,000		

Elderly Exemption Report - RSA 72:39-a ?

First-Time Filers Granted Elderly Exemption for Current Tax Year			Total Number of Individuals Granted an Elderly Exemption for the Current Tax Year & Total Number of Exemptions Granted			
Age	#	Amount Per Individual	Age	#	Max Allowable Exemption	Total Actual Exemption Granted
65-74	8	\$152,251	65-74	91	\$13,854,841	\$7,072,555
75-79	1	\$183,751	75-79	63	\$11,576,313	\$5,676,265
80+	1	\$236,251	80+	124	\$29,295,124	\$16,715,951
Total				278	\$54,726,278	\$29,464,771

Income Limits	Single	Married	Asset Limits	Single	Married
		\$40,427			\$194,251
		\$51,977			\$194,251

Community Tax Relief Incentive - RSA 79-E ?

Adopted: Yes No Number of Structures:

Taxation of Qualifying Historic Buildings - RSA 79-G ?

Adopted: Yes No

Taxation of Certain Chartered Public School Facilities - RSA 79-H ?

Adopted: Yes No



Property Reports

Current Use Reports - RSA 79-A ?

	Total Number of Acres Receiving Current Use	Assessed Valuation	Other Current Use Statistics	Total Number of Acres
Farm Land	263.63	\$58,948	Receiving 20% Rec Adjustment	331.36
Forest Land	1,706.58	\$97,594	Removed from Current Use During Current Tax Year 2016	10
Forest Land with Documented Stewardship	97.77	\$3,101	Owners in Current Use	83
Unproductive Land	232.15	\$4,279	Parcels in Current Use	110
Wet Land	657.92	\$12,178		
Total	2,958.05	\$176,100		

Land Use Change Tax ?

Gross Monies Received for Calendar Year (Jan 1 through Dec 31)

Conservation Allocation	Percentage	And/Or Dollar Amount	
Monies to Conservation Fund			
Monies to General Fund			

Conservation Restriction Assessment Report - RSA 79-B (must file PA-60) ?

	Total Number of Acres Receiving Conservation	Assessed Valuation	Other Conservation Restriction Assessment Statistics	Total Number of Acres
Farm Land			Receiving 20% Recreation Adjustment	
Forest Land			Removed from Conservation During Current Tax Year	
Forest Land with Documented Stewardship				Total Number
Unproductive Land			Owners in Conservation	
Wet Land			Parcels in Conservation	
Total				

Discretionary Easements - RSA 79-C ?

Total Number of Acres	# of Owners	Assessed Valuation	Description of Discretionary Easements Granted (e.g. Golf Course, Ball Park, Race Track)	
17	1	\$2,800	Golf Course	52/1

Taxation of Farm Structures and Land Under Farm Structures - RSA 79-F ?

Total Number Granted	Total Number of Structures	Total Number of Acres	Assessed Valuation Land	Assessed Valuation Structures



Tax Increment Financing Districts - RSA 162-K ?

TIF District Name	Date of Adoption/ Modification	Original Assessed Value	Unretained Captured Assessed Value	Amount used on page 2	Retained Captured Assessed Value	Current Assessed Value
Epping Road	3/11/2015	\$78,625,463		\$78,625,463	\$1,293,761	\$79,919,224



EX-113

1. CERTIFY THIS FORM

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.

Preparer's First Name

Janet

Preparer's Last Name

Whitten

Date

Sep 29, 2016

2. SAVE AND EMAIL THIS FORM TO THE EQUALIZATION BUREAU

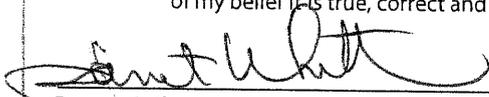
Please save and e-mail the completed, fillable PDF form to the Equalization Bureau at equalization@dra.nh.gov.

3. PRINT, SIGN, AND UPLOAD THIS FORM TO THE MTRSP

This completed PDF form must be PRINTED, SIGNED, SCANNED, and UPLOADED onto the Municipal Tax Rate Setting Portal (MTRSP) at <http://proptax.org/nh/>. If you have any questions, please contact your Municipal Bureau Advisor.

GOVERNING BODY CERTIFICATION

Under penalties of perjury, I declare that I have examined the information contained in this form and to the best of my belief it is true, correct and complete.


Preparer's Signature


Assessor's Signature

Governing Body Member's Signature and Title

VALUE COMPARISONS				
LAND	2015	2016	\$ CHANGE	% CHANGE
CURRENT USE	\$173,086	\$176,100	\$3,014	1.7%
CONSERVATION RESTRIC ASMNT	\$0	\$0		
DISC ESMNT	\$2,800	\$2,800		
DISC PRESERVATION ESMNT	\$1,600	\$1,600		
TAXATION OF FARM STRUCT	\$0	\$0		
RESIDENTIAL	\$391,824,884	\$392,587,734	\$762,850	0.2%
COMMERCIAL/INDUSTRIAL	\$108,864,816	\$107,363,919	-\$1,500,897	-1.4%
TOTAL TAXABLE	<u>\$500,867,186</u>	<u>\$500,132,153</u>	<u>-\$735,033</u>	<u>-0.1%</u>
EXEMPT/NON-TAXABLE	\$30,928,026	\$30,637,269	-\$290,757	-0.9%
BUILDINGS				
RESIDENTIAL	\$880,083,803	\$904,377,953	\$24,294,150	2.8%
MOBILE HOMES	\$31,812,400	\$32,380,500	\$568,100	1.8%
COMMERCIAL/INDUSTRIAL	\$250,680,897	\$253,769,647	\$3,088,750	1.2%
DISC PRESERVATION ESMNT	\$65,500	\$65,500		
TOTAL TAXABLE	<u>\$1,162,642,600</u>	<u>\$1,190,593,600</u>	<u>\$27,951,000</u>	<u>2.4%</u>
EXEMPT/NON-TAXABLE	\$104,076,700	\$108,887,900	\$4,811,200	4.6%
PUBLIC UTILITIES	\$34,590,200	\$38,514,200	\$3,924,000	11.3%
VALUE BEFORE EXEMPTIONS	<u>\$1,698,099,986</u>	<u>\$1,729,239,953</u>	<u>\$31,139,967</u>	<u>1.8%</u>
EXEMPTIONS				
DISABLED VET	\$652,900	\$703,900	\$51,000	7.8%
SCHOOL EXEMPTION	\$150,000	\$150,000		
MODIFIED ASSESSED VALUATION	\$1,697,297,086	\$1,728,386,053	\$31,088,967	1.8%
BLIND	\$90,000	\$60,000	-\$30,000	-33.3%
ELDERLY	\$30,761,428	\$29,464,771	-\$1,296,657	-4.2%
DISABLED	\$2,767,900	\$2,826,000	\$58,100	2.1%
TOTAL OF EXEMPTIONS	\$33,619,328	\$32,350,771	-\$1,268,557	-3.8%
NET TAXABLE VALUE	<u>\$1,663,677,758</u>	<u>\$1,696,035,282</u>	<u>\$32,357,524</u>	<u>1.9%</u>
VETERAN CREDITS	\$323,000	\$316,750	-\$6,250	-1.9%
TOTAL VALUE	\$1,833,104,712	\$1,868,765,122	\$35,660,410	1.9%
		TIFF		
		\$1,293,761		

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager 
RE: Fund Balance Discussion
DATE: October 10th, 2016

Attached is information related to the Town's current fund balance as of 12/31/15 and a recommendation regarding application of general fund balance to the 2016 town tax rate.

As you are aware, the Board adopted a formal fund balance policy in 2013 which sets a "floor goal" of 5% fund balance retainage per recommendation of the DRA (the GFOA recommendation is higher). There are many reasons for maintaining this level of reserve including guarding against unforeseen emergencies, maintaining cash flow, being able to present an adequate level of reserves to the Town's auditors and the New Hampshire Bond Bank, maintaining and improving upon the Town's bond rating resulting in lower interest rates, and hedging against uncollected taxes.

Based on the current fund balance policy, we are recommending application of \$600,000 of the undesignated fund balance be used to lower the tax rate. If this is approved, we are projecting a municipal rate of \$7.14/1,000, which is a 25 cents per 1,000 reduction from the current rate of \$7.39/1,000. The reduction in the rate is partially a function of the net taxable value overall increase of 2.0%. The increase in value is attributable to some new growth and development. Also, factored into this year's estimated tax rate is the partial application of grant funds of \$231,655 to offset debt service costs associated with the Great Dam project. As you are aware the town received a NOAA grant in the amount of \$610,960 earlier this year to offset the cost of the project. Finally the town has seen an uptick in both Highway Block Grant aid, as well as more robust motor vehicles revenues. The latter is attributable primarily to the effort's of the Town Clerk's Office, who have expanded registrations to include boats, ORHVs, etc..

Application of \$600,000 in surplus will allow the annual fund balance application to remain stable, it will keep the tax rate stable, and will still allow the Town to maintain the 5% fund balance retainage goal based on the Board's fund balance policy.

As always it should be pointed out these are estimates and are subject to final approval by the DRA, the agency that sets the overall tax rate for the Town.

2016 Exeter Tax Rate Calculation - DRAFT

	Town Portion	Tax Rates	Net Taxable Valuation
Gross Town Appropriations	73,364,443		1,696,035,282
Less: Bond Proceeds	49,980,000	WWTF	2.0%
Less: Water Fund Revenues	2,996,081		incl l/p's, budget, SEIU
Less: Sewer Fund Revenues	2,420,528		incl l/p's, budget, SEIU
Less: Other Revenues	5,364,840		includes EMS transfer
Less: Great Dam Grants	231,655		2016 Debt Service match
Less: Voted from Fund Balance	125,000		Sick Leave + Snow/Ice
Less: Fund Balance Reduction	600,000		
Net Town Tax Effort	11,646,339		
Add: Overlay	150,000		
Add: War Service Credits	316,750		
Total Town Appropriation	12,113,089		
Approved Town Tax Effort	12,113,089		(173,400)
Municipal Tax Rate		7.14	(0.25)

Revenue Estimates used in 2016 Tax Rate Setting

Yield tax	2,000
PILOT	35,900
Excavation	390
Other Tax	4,000
Interest Penalties	190,000
Motor Vehicles	2,550,000
Building Permits	310,000
Other Permits	205,000
Meals & Rooms	691,760
Highway Block	292,791
Other Grants (EM, PTAP)	38,884
Income Depts	850,000
Sale of Property	12,500
Investment Interest	1,000
Other	22,180
Snow Ice Transfer	-
EMS Transfer	121,835
Library Transfer	-
Sick Leave Transfer	-
Great Dam Transfer	36,600
Totals	5,364,840

Fund Balance Discussion 10/10/16		Undesignated Fund Balance DRA Recommended	UFB GFOA Recommended	UFB GFOA Recommended			
if the Annual Budget is:		5%	6%	7%	10%	8%	17%
Budget	25,000,000	1,250,000			2,500,000	2,000,000	4,250,000
Budget	30,000,000	1,500,000			3,000,000	2,400,000	5,100,000
Budget	35,000,000	1,750,000			3,500,000	2,800,000	5,950,000
Budget	40,000,000	2,000,000			4,000,000	3,200,000	6,800,000
Budget	45,000,000	2,250,000			4,500,000	3,600,000	7,650,000
Budget	50,000,000	2,500,000			5,000,000	4,000,000	8,500,000
Appropriations (General)							
2015 Town	17,842,834	892,142	1,070,570	1,248,998	1,784,283	1,427,427	3,033,282
2016 Schools (Estimate)	24,018,910	1,200,946	1,441,135	1,681,324	2,401,891	1,921,513	4,083,215
2015 State Ed	3,988,802	199,440	239,328	279,216	398,880	319,104	678,096
2016 County (projected)	1,805,195	90,260	108,312	126,364	180,520	144,416	306,883
Total Components	47,655,741	2,382,787	2,859,344	3,335,902	4,765,574	3,812,459	8,101,476
Audited Tax Rate FB		3,116,762					
2016 Voted from FB		125,000					
Remainder		2,991,762					
5% Target		2,382,787					
		5.0%					
Available per FB policy		608,975					
Recommended		600,000					
Remaining		2,391,762					
Excess Fund Balance		8,975					

19. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in respect to how unassigned fund balance is reported in accordance with the budgetary basis for reporting for the State of New Hampshire for tax rate setting purposes. The major difference is the State of New Hampshire considers revenues in connection with property tax receivables to be available to liquidate liabilities when billed rather than received.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	\$ 2,006,505
Unavailable revenue	<u>1,110,257</u>
Tax Rate Setting Balance	<u>\$ 3,116,762</u>

20. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

Abatements - There are several cases pending before the New Hampshire Board of Tax and Land Appeals in regard to alleged discrepancies in property assessments. According to the Town's counsel, the probable outcome of these cases at the present time is indeterminable, although the Town expects such amounts, if any, to be immaterial.

21. Post-Employment Healthcare and Life Insurance Benefits

Other Post-Employment Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*, requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the

Fund Balance Policy – Adopted

Town of Exeter	Policy Number: TBD	Adopted by: Board of Selectmen
Subject: Fund Balance Policy	Adoption Date: October 21, 2013 Effective Date: October 21, 2013	Supersedes: None

1.0 Purpose of the Policy:

The Town of Exeter (“Town”) through its Board of Selectmen establishes and will maintain reservation of Fund Balance, as defined herein, in accordance with Governmental Accounting Standards Board (“GASB”) Statement No. 54, Fund Balance reporting and Governmental Fund Type Definitions. This policy shall only apply to the Town’s governmental funds. In accordance with GASB 54, fund balance shall be composed of nonspendable, restricted, committed, assigned, and unassigned amounts.

The purpose of this policy is to establish a key element of the financial stability of the Town by setting guidelines for fund balance. Unassigned fund balance is an important measure of economic stability. It is essential that the Town maintain adequate levels of unassigned fund balance to mitigate financial risks that can occur from unforeseen revenue fluctuations, unanticipated expenditures, emergencies, and similar circumstances. The fund balance also provides cash flow liquidity for the Town’s general operations.

2.0 Definitions:

1. Nonspendable Fund Balance - includes amounts that are not in spendable form (such as inventory or prepaid expenses or assets held for future sale such as tax deeded properties) or are required to be maintained intact (such as principal of an endowment fund).
2. Restricted Fund Balance – includes amounts that can only be spent for the specific purposes stipulated by external resource providers (such as grantors, creditors, contributors) or enabling legislation (Town Meeting or BOS action). Restrictions may be changed or lifted only with the consent of the resource providers or enabling legislation.
3. Committed Fund Balance – includes amounts that can be used only for specific purposes imposed by a formal action of the Town’s highest level of decision making authority. Commitments may be changed or lifted only by taking the same formal action that imposed the constraint originally. The action must be approved or rescinded, as applicable, prior to the last day of the fiscal year for which the commitment is made. The amount subject to the constraint may be determined in a subsequent period.

Fund Balance Policy – Adopted

4. Assigned Fund Balance: - includes amounts the Town intends to use for a specific purpose. For all governmental funds, other than the General Fund, any remaining positive amounts are to be classified as “assigned.” Items that fall under this classification for the General Fund would be encumbrances properly approved by contract, purchase order, or other such action as required.
5. Unassigned Fund Balance – includes amounts that are not obligated or specifically designated for a specified use and are available for any purpose. The residual classification of any General Fund balance is to be reported here. Any deficit fund balance of another fund is also classified as unassigned.

3.0 Policy:

Spending Prioritizations

When expenditures are incurred for purposes for which both restricted and unrestricted fund balance is available, restricted fund balance is considered to have been spent first.

When expenditures are incurred for the purposes for which amounts in any of the unrestricted fund balance classifications can be used, committed amounts should be reduced first, followed by assigned amounts and the unassigned amounts.

Minimum Level of Unassigned Fund Balance

The Town will strive to maintain an unassigned fund balance in its General Fund equal to 5-17% of the total appropriations of the community (this is calculated by adding the municipality’s appropriations, the statewide enhanced education amount, the local school net tax commitment, and the county appropriation). The Board of Selectmen will review this information each year in order to determine the amount, if any, of unassigned fund balance to use to balance the budget and to reduce the property tax rate.

Annual Review

Compliance with the provisions of this policy should be reviewed as part of the annual budget adoption process.

4.0 Severability:

To the extent that any provisions of this policy conflict with NH Law, then State law shall prevail.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager
RE: School Impact Fees Release
DATE: October 10th, 2016

After reviewing the school impact fee balances with Finance, we are recommending the Board release a total of \$98,000 in school impact fees to lower Exeter's school tax rate for the 2016 year.

Although the Town is invoiced in 2016 for these fees it is necessary to approve their release at the time the tax rate is set as they are factored into the schools local revenue equation.

The allocation of the fees would be \$49,400 local school, \$49,400 Exeter Co-operative.

Town of Exeter

Public School Impact Fees

Citizens Bank Acct#3348713301
September 2016

Date	Developer/Owner Carryforward	Location	Total School Impact Fees	Interest Income	Grades K-5 Exeter School District	Grades 6-12 Cooperative School District
01/01/16			13,961.19	5,234.19	8,727.00	
01/31/16	Interest		0.12	0.12		
02/28/16	Interest		0.11	0.11		
03/09/16	2 Hampton Rd LLC	Windsor Crossing Building #1	6,036.00	0.15	4,225.20	1,810.80
03/31/16	Interest		0.15	0.15		
04/12/16	Marc & Jessica Dettore	3 Little Pine Lane	4,012.00		1,970.00	2,042.00
04/19/16	Jeremy & Dianna Russman	12 Highland St	4,012.00		1,970.00	2,042.00
04/19/16	Jeremy & Dianna Russman	14 Highland St	4,012.00		1,970.00	2,042.00
04/19/16	Charron Circle LLC	Charron Circle, Unit #7, 13	4,012.00		1,970.00	2,042.00
04/25/16	JNM Realty Trust	Windsor Crossing Building #2	5,030.00		3,521.00	1,509.00
04/30/16	Interest		0.23	0.23		
05/09/16	Maverick Development	19 Powder Mill Road	4,012.00		1,970.00	2,042.00
05/17/16	Langdon Construction	50 Kingston Road	4,012.00		1,970.00	2,042.00
05/30/16	Interest		0.39	0.39		
06/02/16	Charron Circle LLC	Charron Circle, Unit #4, 7	4,012.00		1,970.00	2,042.00
06/30/16	Interest		0.43	0.43		
07/01/16	JRK Builder- Jarred Patten	3 Stella Way	4,012.00		1,970.00	2,042.00
07/29/16	27 Chestnut Street LLC	27 Chestnut Street	64,512.00		31,610.88	32,901.12
07/31/16	Interest		0.48	0.48		
08/30/16	Interest		1.03	1.03		
09/12/16	Elen Whitman	84 Watson Road	4,012.00		1,970.00	2,042.00
09/01/16	Charron Circle LLC	Charron Circle Unit #5, 9	4,012.00		1,970.00	2,042.00
09/29/16	Charron Circle LLC	Charron Circle, Unit #6, 11	4,012.00		1,970.00	2,042.00
09/30/16	Interest		1.05	1.05		
			133,675.18		69,754.08	58,682.92
				5,238.18		
			133,675.18	5,238.18	69,754.08	58,682.92
			98,800.00		49,400.00	49,400.00
			34,875.18	5,238.18	20,354.08	9,282.92

Public School Impact Fees after Transfer to Exeter Schools

1610 Water Use Restrictions

- 1610.1 The purpose of this ordinance is to ensure the use of water is regulated in a manner the Town of Exeter Board of Selectmen (Board) deems to be in the best interests of the Town of Exeter. The Board may use reasonable means to protect, preserve and maintain the public health, safety and welfare when a water supply shortage exists.
- 1610.2 The Town of Exeter adopts this ~~by-law or~~ ordinance under its authority to regulate public water systems under RSA 38:26 and to restrict the use of private wells to water lawns under RSA 41:11-d.
- 1610.3 The requirements of this section shall apply to all water users with connections receiving water from the Exeter Water Department and, under state or federally declared drought conditions, all residential well users within the Town.
- 1610.4 By definition, a water supply shortage is a situation when insufficient water is available to meet the present or anticipated needs of the water system. A water supply shortage usually occurs due to drought or a major infrastructure failure.
- 1610.5 Upon declaration of a State of wWater sSupply sShortage or other water emergency the Board shall be authorized to determine and implement restrictions necessary to conserve and maintain adequate reserves of the public water supply. Provided there is a declaration as noted above, the following levels of progressive restriction will apply immediately after the public notification period specified in 1610.6.
- a. If the Board issues a Level 1 restriction, then
 - i. The public is requested to refrain voluntarily from landscape watering and to limit the amount of water used outdoors for other purposes.
 - ii. Landscape watering shall not occur between the hours of 8 am and 7 pm.
 - b. If the Board issues a Level 2 restriction, then
 - i. Landscape watering by odd numbered addresses is allowed on odd numbered days.
 - ii. Landscape watering by even numbered addresses is allowed on even numbered days.
 - iii. Landscape watering shall not occur between the hours of 8 am and 7 pm.
 - c. If the Board issues a Level 3 restriction, then
 - i. Landscape watering by odd numbered addresses is allowed on Mondays and Thursdays.
 - ii. Landscape watering by even numbered addresses is allowed on Tuesdays and Fridays.
 - iii. Landscape watering shall not occur between the hours of 8 am and 7 pm.

- d. If the Board issues a Level 4 restriction, then
 - i. Landscape watering is prohibited.
 - ii. The filling of swimming pools greater than 100 gallons capacity is prohibited.
 - iii. Washing of streets, driveways, sidewalks or other impervious areas is prohibited.
 - iv. Washing of vehicles or boats at a non-commercial facility shall be prohibited.

- 1610.6 Notification of intent to implement water use restrictions by the Board due to a water supply shortage shall be posted three days prior to effective date in two public locations and published in a newspaper of general circulation within the town of Exeter or by such other means reasonably determined to notify all affected water users.

- 1610.7 The Board upon a determination that the water supply shortage no longer exists may terminate a State of Water Supply Shortage. Public notification of the termination of a State of Water Supply Shortage shall be given in accordance with 1610.6.

- 1610.8 Exceptions to restrictions include the following
 - a. Hand irrigation of crops used for food by residents at a residential property shall not be restricted.
 - b. Water to sustain animal life shall not be restricted.
 - c. Commercial car washes, cash crops, farms, flower shops or garden centers shall not be restricted.
 - d. Despite the authority granted by 1610.2, orders imposing water use restrictions shall not apply to uses that obtain water from sources other than the public water supply, unless it can be clearly demonstrated that the use of such water directly affects the public water supply. Note: Municipalities have the authority to implement lawn watering restrictions in accordance with RSA 41:11-d applicable to all water users (including those using private wells) under state declared drought conditions.

- ~~1610.40-9~~ Any person failing to comply with the restrictions imposed pursuant to this Ordinance shall be subject to a fine and/or be subject to imposition of civil penalties pursuant to RSA 38:26, II not to exceed \$10,000 per day of such violation. Recovered penalties shall be used as the Town of Exeter may direct. In addition to the foregoing penalties, the Town of Exeter is authorized to discontinue the furnishing of water where orders and restrictions have been violated. Such discontinuance shall be made pursuant to RSA 38:31 and may be continued so long as there is evidence that the violations will continue.

First violation: Written warning delivered to site of violation

Second violation: \$100 fine

Third violation: \$500 fine and discontinuance of water service.

All current fees will be applicable in addition to fines including ~~by~~ but not limited to fees for water shut-off and turn-on.

EXETER TOWN ORDINANCES

1610 Water Use Restrictions

- 1610.1 The purpose of this ordinance is to ensure the use of water is regulated in a manner the Town of Exeter Board of Selectmen (Board) deems to be in the best interests of the Town of Exeter. The Board may use reasonable means to protect, preserve and maintain the public health, safety and welfare when a water supply shortage exists.
- 1610.2 The Town of Exeter adopts this - ordinance under its authority to regulate public water systems under RSA 38:26 and to restrict the use of private wells to water lawns under RSA 41:11-d.
- 1610.3 The requirements of this section shall apply to all water users with connections receiving water from the Exeter Water Department and, under state or federally declared drought conditions, all residential well users within the Town.
- 1610.4 By definition, a water supply shortage is a situation when insufficient water is available to meet the present or anticipated needs of the water system. A water supply shortage usually occurs due to drought or a major infrastructure failure.
- 1610.5 Upon declaration of a State of Water Supply Shortage or other water emergency the Board shall be authorized to determine and implement restrictions necessary to conserve and maintain adequate reserves of the public water supply. Provided there is a declaration as noted above, the following levels of progressive restriction will apply immediately after the public notification period specified in 1610.6.
 - a. If the Board issues a Level 1 restriction, then
 - i. The public is requested to refrain voluntarily from landscape watering and to limit the amount of water used outdoors for other purposes.
 - ii. Landscape watering shall not occur between the hours of 8 am and 7 pm.
 - b. If the Board issues a Level 2 restriction, then
 - i. Landscape watering by odd numbered addresses is allowed on odd numbered days.
 - ii. Landscape watering by even numbered addresses is allowed on even numbered days.
 - iii. Landscape watering shall not occur between the hours of 8 am and 7 pm.

- c. If the Board issues a Level 3 restriction, then
 - i. Landscape watering by odd numbered addresses is allowed on Mondays and Thursdays.
 - ii. Landscape watering by even numbered addresses is allowed on Tuesdays and Fridays.
 - iii. Landscape watering shall not occur between the hours of 8 am and 7 pm.

If the Board issues a Level 4 restriction, then

- i. Landscape watering is prohibited.
- ii. The filling of swimming pools greater than 100 gallons capacity is prohibited.
- iii. Washing of streets, driveways, sidewalks or other impervious areas is prohibited.
- iv. Washing of vehicles or boats at a non-commercial facility shall be prohibited.

1610.6 Notification of intent to implement water use restrictions by the Board due to a water supply shortage shall be posted three days prior to effective date in two public locations and published in a newspaper of general circulation within the town of Exeter or by such other means reasonably determined to notify all affected water users.

1610.7 The Board upon a determination that the water supply shortage no longer exists may terminate a State of Water Supply Shortage. Public notification of the termination of a State of Water Supply Shortage shall be given in accordance with 1610.6.

1610.8 Exceptions to restrictions include the following

- a. Hand irrigation of crops used for food by residents at a residential property shall not be restricted.
- b. Water to sustain animal life shall not be restricted.
- c. Commercial car washes, cash crops, farms, flower shops or garden centers shall not be restricted.
- d. Despite the authority granted by 1610.2, orders imposing water use restrictions shall not apply to uses that obtain water from sources other than the public water supply, unless it can be clearly demonstrated that the use of such water directly affects the public water supply. Note: Municipalities have the authority to implement lawn watering restrictions in accordance with RSA 41:11-d applicable to all water users (including those using private wells) under state declared drought conditions.

1610.9 Any person failing to comply with the restrictions imposed pursuant to this ordinance shall be subject to a fine and/or be subject to imposition of civil penalties pursuant to RSA 38:26, II not to exceed \$10,000 per day of such

violation. Recovered penalties shall be used as the Town of Exeter may direct. In addition to the foregoing penalties, the Town of Exeter is authorized to discontinue the furnishing of water where orders and restrictions have been violated. Such discontinuance shall be made pursuant to RSA 38:31 and may be continued so long as there is evidence that the violations will continue.

- First violation: Written warning delivered to site of violation
- Second violation: \$100 fine
- Third violation: \$500 fine and discontinuance of water service.

All current fees will be applicable in addition to fines including but not limited to fees for water shut-off and turn-on.

Signed this _____ day of _____, 2016.

Exeter Board of Selectmen:

Dan Chartrand, Chairman

Donald Clement

Julie Gilman, Vice Chair

Anne L. Surman

Nancy Belanger, Clerk

Approval Date: _____

Effective Date: _____

Memo

To: Exeter Conservation Commission, Exeter Planning Board
Thru: Exeter Board of Selectmen
From: Kevin Smart, Maintenance Superintendent
Date: 29 July 2016
Re: Carr Property Acquisition
Cc: Town Manager Russ Dean, Public Works Director Jennifer Perry

Pursuant to NH RSA 41:14-c, a review and recommendation from the Town's Conservation Commission and Planning Board are being requested in conjunction with the Town's purchase of 4.7 acres of land abutting the Exeter Public Works complex on Newfields Road.

The parcel is owned by the Jaye L. Carr Trust 2000, 17 Newfields Road, Exeter, N.H. and identified as Tax Assessor's Map 49, Parcel 12. The parcel has no road frontage and is considered back land, and as such is landlocked by Public Works activities.

The Title Search was conducted by Title Pro., and an appraisal was completed in August 2015 by Craft Appraisals. The Purchase and Sale Agreement, and Deed were generated by Mitchell Municipal Group, P.A. and signed on July 11, 2016 for a purchase price of \$24,000.00.

The intended use is the property is for General Government. A September 2016 purchase completion is desired.

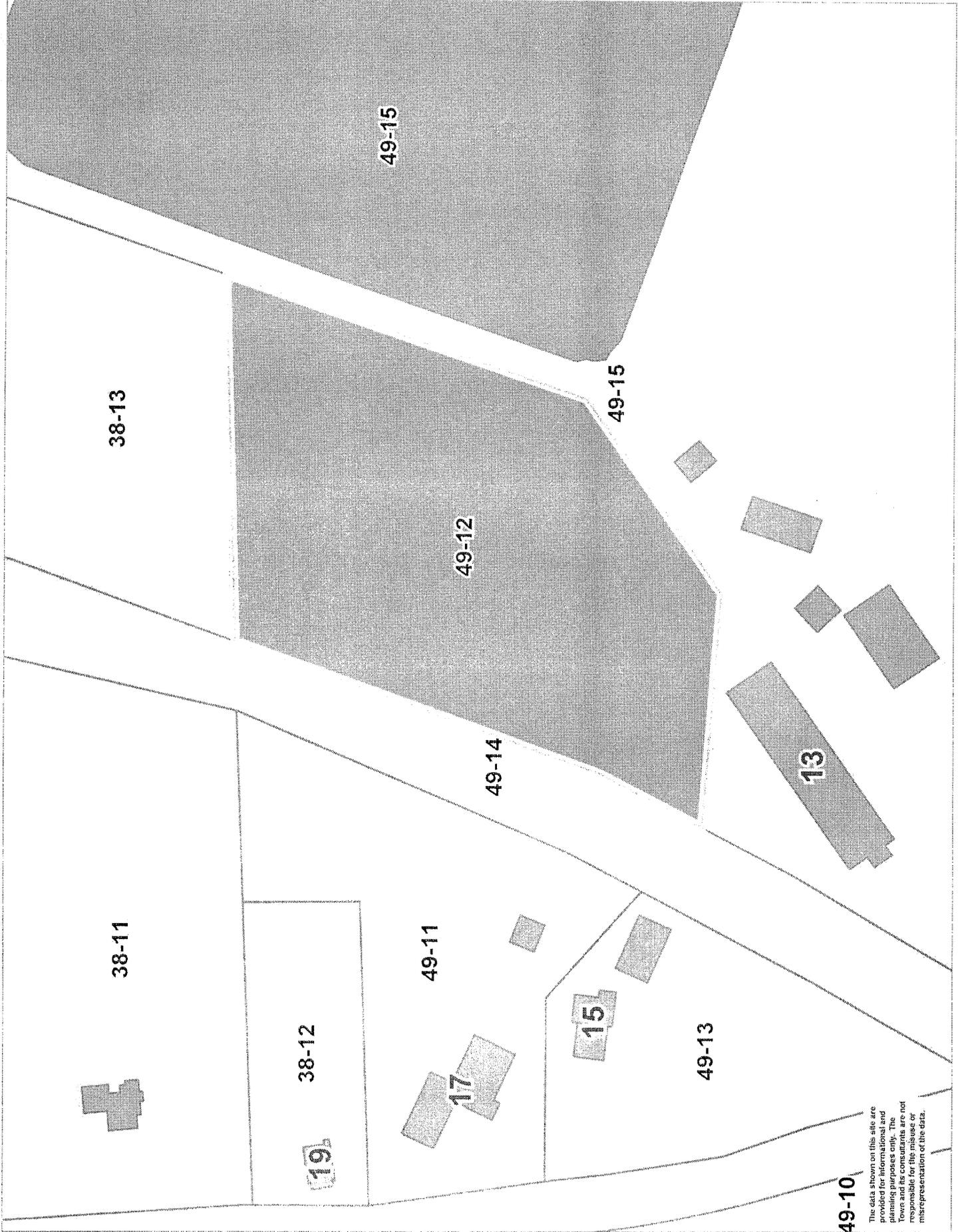
I have attached the following for your review:

- Real Estate Appraisal Report prepared by Crafts Appraisal Associates
- Buffer Map of property
- Executed Purchase and Sale Agreement
- Copy of Warranty Deed

I would like to request that this matter be placed on the Conservation Commission 8/9/2016 meeting, and on the 8/11/2016 Planning Board's meeting agendas for consideration. If you should have any questions, please do not hesitate to contact me.



- Parcels
- NH Highways
- State
- US Highway
- State Highway
- Town Boundary
- Abutting Towns
- Streets
- Misc Streams
- Parcel Streams
- Open Water
- Buildings



TITLE III

TOWNS, CITIES, VILLAGE DISTRICTS, AND UNINCORPORATED PLACES

CHAPTER 41

CHOICE AND DUTIES OF TOWN OFFICERS

Selectmen

Section 41:14-a

41:14-a Acquisition or Sale of Land, Buildings, or Both. –

I. If adopted in accordance with RSA 41:14-c, the selectmen shall have the authority to acquire or sell land, buildings, or both; provided, however, they shall first submit any such proposed acquisition or sale to the planning board and to the conservation commission for review and recommendation by those bodies, where a board or commission or both, exist. After the selectmen receive the recommendation of the planning board and the conservation commission, where a board or commission or both exist, they shall hold 2 public hearings at least 10 but not more than 14 days apart on the proposed acquisition or sale; provided, however, upon the written petition of 50 registered voters presented to the selectmen, prior to the selectmen's vote, according to the provisions of RSA 39:3, the proposed acquisition or sale shall be inserted as an article in the warrant for the town meeting. The selectmen's vote shall take place no sooner than 7 days nor later than 14 days after the second public hearing which is held.

II. The provisions of this section shall not apply to the sale of and the selectmen shall have no authority to sell:

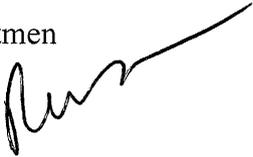
(a) Town-owned conservation land which is managed and controlled by the conservation commission under the provisions of RSA 36-A.

(b) Any part of a town forest established under RSA 31:110 and managed under RSA 31:112.

(c) Any real estate that has been given, devised, or bequeathed to the town for charitable or community purposes except as provided in RSA 498:4-a or RSA 547:3-d.

Source. 1994, 197:3. 1997, 38:1. 2001, 187:2. 2005, 80:1. 2007, 221:2. 2008, 109:1, eff. July 27, 2008.

**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen
FROM: Town Manager 
RE: Police Grants
DATE: October 10th, 2016

Due to the efforts of Chief Shupe and his administrative staff, the Town will receive five (5) different grants totaling \$20,286.30 to support enhanced patrol activities in 2017.

Grants are for the following:

1. STEP Grant (Sustained Patrol) - \$,9,908.88
2. DWI Grant (additional enforcement) - \$2,346.96
3. Distracted Driving Grant - \$5,000
4. Pedestrian/Bicycle Enforcement Grant - \$1,530.96
5. Equipment Grant – Solar Powered Speed Display - \$1,499.50

This memo is meant to serve as public notice of the grants. For the purpose of the minutes, I would ask the Selectboard formally vote to accept the grants for 2017 in the amount of \$20,286.30. I would also like to recognize the initiative of the Police Department in their securing of these grant funds.

Thank you.



EXETER POLICE DEPARTMENT



Memorandum

September 19, 2016

TO: Russ Dean, Town Manager

FROM: Chief Shupe

RE: Grants

Here is a summary of the five grants that I have applied for and received:

STEP Grant (Sustained Traffic Enforcement patrol)

This grant looks to target specific driving violations such as speed, seatbelt/child restraint violations, traffic control devices, school bus violations etc. STEP patrols should be conducted during the commuter hours. Communities should consider events occurring in their communities such as festivals, sporting events, weddings and beach traffic. Departments with the STEP Grant are required to conduct patrols during the Join the NH Clique which coincides with the national Click It or Ticket Mobilization (May 22-June 4, 2017) and Border to Border operation (May 22, 2017) which aims to lower seat belt fatalities. The NH Clique recommends patrols to be at primary locations such as elementary schools, high schools, shopping centers and any locations where children will be found.

Amount awarded = \$9,908.88 (This is a reimbursable grant from Police Fund 06)

DWI Grant

This grant targets drivers impaired by either alcohol or drugs or a combination of both. Departments with DWI Enforcement Grants are strongly encouraged to conduct patrols during the two national Drive Sober or Get Pulled Over Mobilizations (August 18-September 3, 2017 and December 15-January 1, 2017) Patrols are encouraged for Halloween, St. Patrick's Day, Super Bowl Sunday, Cinco De Mayo and the day before Thanksgiving, where drinking is likely to occur.

Amount awarded = \$2, 346.96 (This is a reimbursable grant from Police Fund 06)

Distracted Driving Grant

This grant targets distracted drivers, specifically the "Hands Free" law.

Amount awarded = \$5,000 (This is a reimbursable grant from Police Fund 06)

Pedestrian/Bicycle Enforcement Grant

This is a High Visibility Enforcement (HVE) grant. HVE combines high visibility and proactive law enforcement targeting a specific traffic safety issue. These patrols will be conducted year round with a focus on the summer months primarily in the downtown locations during the evening commuting hours. This enforcement will include cross-walk violations, skateboarding violations and failing to yield to pedestrians.

Amount awarded = \$1,530.96. (This is a reimbursable grant from Police Fund 06)

Equipment Grant

This is a 50% matching grant for a solar powered digital speed display radar unit.

Amount awarded = \$1,499.50.



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____

Signboard Request: Poster Board Week: _____ Plywood Board Week: _____

Representative: James Duprie

Name: Christ Church Playes Address: 43 Pine st

Town/State/Zip: Exeter NH 03833 Phone: 603 765 5532

Email: JBN.Duprie@GMAIL.COM

Organization:

Name: christ church playes Address: 43 Pine st

Town/State/Zip: Exeter, NH 03833 Phone: 603 765 5532

Reservation Details:

Type of Event/Meeting: Fundraising Concert Date: MARCH 24/25 2017

Times of Event: Fri Eve, Sat matinee 7P, 2P Times needed for set-up/clean-up: 3 Hours

of tables: 0 # of chairs: 500 (if possible) Will food/beverages be served? Yes No TBD

Tech/ AV Services Needed: Yes No Details will need stage lighting

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: [Signature] Date: 10/7/2016

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only: Cleaning Dep. # 2698

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____

Signboard Request: Poster Board Week: _____ Plywood Board Week: _____

Representative:

Name: Carol Murray Address: 74 Kingston RD
Town/State/Zip: Exeter NH Phone: 617-872-9317
Email: CJMurray@gmail.com

Organization:

Name: Boys Scouts of America Address: _____
Town/State/Zip: Exeter Phone: _____

Reservation Details:

Type of Event/Meeting: Rummage Sale Date: November 4 & 5th
Times of Event: 4th 2-9 5th 7-3 Times needed for set-up/clean-up: _____
of tables: 12 # of chairs: _____ Will food/beverages be served? Yes No
Tech/ AV Services Needed: Yes No Details _____

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: [Signature] Date: 9-26-16

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces 2 Location Next to Bandstand

Signboard Request: Poster Board Week: _____ Plywood Board Week: _____

Representative:

Name: Lucia Savage Address: 15 Allen St
Town/State/Zip: Exeter NH 03833 Phone: (603) 770-0465
Email: Luciasavage@gmail.com

Organization:

Name: Exeter Assembly IORG Address: Masonic Temple 63 Water St
Town/State/Zip: Exeter NH 03833 Phone: (603) 770-2943

Reservation Details:

Type of Event/Meeting: 'Rock'athon w/ Rocking Chairs Fundraiser Date: 10-18-16
Times of Event: 3:30 to 11 PM Times needed for set-up/clean-up: _____
of tables: None # of chairs: None Will food/beverages be served? Yes No
Tech/ AV Services Needed: Yes No Details _____

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: Lucia Savage Date: 9-27-16

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested



Application for Use of Town Facility

Forms submitted to: Town of Exeter, 10 Front Street, Exeter, NH 03833

Fax #: 603-777-1514 email: sriffle@exeternh.gov

Use Request: Town Hall (Main Floor) Bandstand Parking - # Spaces _____ Location _____

Signboard Request: Poster Board Week: _____ Plywood Board Week: _____

Representative:

Name: Scott Ruffner Address: 11 Hall Place
Town/State/Zip: Exeter, NH 03833 Phone: 6035128396
Email: scottruffner@mac.com

Organization:

Name: Exeter Arts Committee Address: 9 Front Street
Town/State/Zip: Exeter, NH Phone: 6035128396

Reservation Details:

Type of Event/Meeting: 1st Annual Exeter Arts & Music Festival Date: May 19, 20, 21
Times of Event: friday night, all day saturday, sunday day Times needed for set-up/clean-up: _____
of tables: _____ # of chairs: _____ Will food/beverages be served? Yes No
Tech/ AV Services Needed: Yes No Details _____

TH not avail 5/19

Requirements:

Cleaning Deposit: A cleaning deposit of \$100 is required of any user serving food or beverages. If the town determines after use that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

Liability Insurance Required: The Town requires liability insurance to be submitted with this completed application. Required insurance amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town of Exeter must be listed as additional insured.

Rental Fee: For Town Hall use there is a fee of \$125 per day. A rental fee waiver may be requested in writing.

Tech/AV Services: There is a fee of \$80 an hour for any Tech/AV services needed. Services must be arranged in advance. Email aswanson@exeternh.gov to coordinate.

Keys: Access to a town building after normal business hours requires a key sign out. Forms and keys can be obtained from the Town Manager's office at the Town Office during normal business hours (there is no other option for obtaining a key). A key can be collected up to 24 hours before your event (with the exception of Sunday events).

Signing below acknowledges receipt of and agreement to all rules, regulations and requirements pertaining to the use of a town facility. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: *Scott Ruffner* Date: 10-7-16

Authorized by the Board of Selectmen/Designee: _____ Date: _____

Office Use Only:

Liability Insurance: On file In-process Fee: Paid Non-profit fee waiver requested

October 4, 2016

Board of Selectmen
10 Front St.
Exeter, N.H.

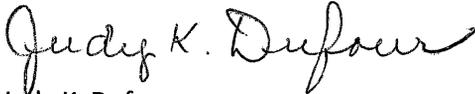
Re: Winter St. Cemetery

Dear Board:

On behalf of the Exeter Chapter of the D.A.R., I am respectfully requesting permission to do a Fall clean up at the Winter Street Cemetery for our "day of service". The date will be, Saturday, October 15, 2016, from 10:00 A.M. to 2:00 P.M. Rain date will be Sunday, October 16, 2016. Same time.

Thanking you for any consideration shown.

Very truly yours,


Judy K. Dufour

22 Hayes M.H. Park,
Exeter, N.H.

Town Manager's Office

OCT -7 2016

Received



Russ Dean <rdean@exeternh.gov>

For the Packet

Doreen Ravell <dravell@exeternh.gov>

Fri, Oct 7, 2016 at 8:16 AM

To: Russ Dean <rdean@exeternh.gov>, Sheri Riffle <sriffle@exeternh.gov>

Good Morning Russ and Sheri,

I've attached a Lessee Resolution for the lease of the new 2017 Dump Truck to be included with the BOS Packet for Monday, October 10.

The only change is the date that I've updated to October 10. Please have two members of the BOS sign the Lessee Resolution. Russ, you do not need to sign this form.

Thank you,

Doreen

Doreen Ravell, Finance Director
10 Front Street
Exeter, NH 03833
Tel: (603) 773-6109
e-mail: dravell@exeternh.gov

 **Lessee Resolutions.pdf**
353K

Schedule No. 06
EXHIBIT E

September 12, 2016

LESSEE RESOLUTION

RE: Master Lease Purchase Agreement dated as of October 1, 2011, between Tax-Exempt Leasing Corp. (Lessor) and Town of Exeter (Lessee) and Schedule No. 06 thereto dated as of September 12, 2016.

At a duly called meeting of the Governing Body of the Lessee (as defined in the Agreement) held on _____
October 10, 2016 the following resolution was introduced and adopted:

BE IT RESOLVED by the Governing Body of Lessee as follows:

1. **Determination of Need.** The Governing Body of Lessee has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of Schedule No. 06 dated as of September 12, 2016 to the Master Lease Purchase Agreement dated as of October 1, 2011, between **Town of Exeter (Lessee) and Tax-Exempt Leasing Corp. (Lessor)**.
2. **Approval and Authorization.** The Governing Body of Lessee has determined that the Agreement and Schedule, substantially in the form presented to this meeting, are in the best interests of the Lessee for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Agreement and Schedule by the Lessee and hereby designates and authorizes the following person(s) to execute and deliver the Agreement and Schedule on Lessee's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Agreement and Schedule.

Authorized Individual(s): Russell Dean, Town Manager
(Printed or Typed Name and Title of individual(s) authorized to execute the Agreement)

In addition to the Authorized Individual(s) above, the Governing Body of Lessee further authorizes the following individual to sign any Payment Request and Partial Acceptance Certificate form and/or Final Acceptance Certificate:

Authorized Individual(s): Russell Dean, Town Manager
(Printed or Typed Name and Title of individual(s) authorized to execute any Payment Request and Partial Acceptance Certificate and/or Final Acceptance Certificate)

3. **Adoption of Resolution.** The signatures below from the designated individuals from the Governing Body of the Lessee evidence the adoption by the Governing Body of this Resolution.

By: _____
(Signature of Secretary, Board Chairman or other member of the Governing Body, who is not listed as "Authorized Individual" above)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)

Attested By: _____
(Signature of one additional person who can witness the passage of this Resolution)

Typed Name: _____ Title: _____
(Typed name of individual who signed directly above) (Title of individual who signed directly above)

Ben Anderson
66 Newfields Road
Exeter, NH 03833

September 26, 2016

Chair Chartrand and Exeter Selectboard,

After attending your September 26, 2016, meeting, I felt compelled to write and express my disappointment with your preemptive decision to call off any and all discussions regarding the use of the Exeter Town Hall.

While I held my own skepticism over a long-term arrangement with any single entity in this space, I felt the conversation was important and effectively raised awareness over this key part of our community. In my opinion, this dialog would have only resulted in new or refined ideas and opportunities for its best use, maintenance, and role.

As a resident of Exeter and president of the Prescott Park Arts Festival, the conversation raised my own awareness of the space, and resulted in the upcoming production of *A Christmas Carol* in the space.

Outside of offering an enriching, family-friendly experience to residents, preliminary discussions are already underway to involve local youth choruses for a pre-show carol sing, Toys for Tots drive in partnership with the Exeter Fire Department, and other means to involve and support the community.

Had the conversation not taken place, this opportunity would have not been realized, presumably like other recent applications.

Moving forward, in all areas of our town, I would encourage you to let conversation develop and follow due process, allowing new ideas to come forward and, ultimately, result in the best arrangement for the community at large.

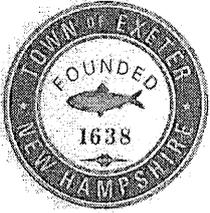
A simple statement of your position and current sentiment could have effectively been made in lieu of a motion.

Any time dialog is brought to an end, progress cannot happen. I'm sorry to see this happen in any town, but especially one I call home.

Respectfully,

A handwritten signature in black ink, appearing to read 'Ben Anderson', with a long horizontal line extending to the right.

Ben Anderson
66 Newfields Road



TOWN OF EXETER, NEW HAMPSHIRE

10 FRONT STREET • EXETER, NH • 03833-3792 • (603) 778-0591 • FAX 772-4709

www.exeternh.gov

September 27, 2016

Dear Trustees,

I want to thank you for meeting with Wright-Pierce Engineering and the Water and Sewer Department on August 25th to discuss a conditional access to the 279 Water Street Town Sewage Lift Station from Swasey Parkway.

This access would be designed with your review and approval. The primary reason is for Fire Department access in emergencies. Last year there was a large fuel spill to the Town's sewage collection system and the Water Street Station experienced a lower explosive limit condition, meaning an explosion could have occurred. At that time the Fire Department had a very difficult time getting their equipment there in a timely fashion. This condition could certainly occur again and if the station was not vented rapidly enough a major loss of life and property could result. I also understand this pending new access allows improved fire response to the Exeter Housing Authority.

During construction of the station upgrade, concrete and boom trucks may not be able to get to the site. This new gated access would be very beneficial during the finite time of construction.

Finally, I know that you were very concerned that the Street Crew would use this on a regular basis and I promised to document that this would not happen. Twice a year, well after 10:00 PM when the parkway is closed, the jetting/vactor truck may use the parkway access only if this is the safest route. We would be glad to inform you in advance if this is the case. Please be aware that since the original 2010 EPA consent order, the vactor truck is parked on the road for mandated siphon maintenance.

Regards,

Michael Jeffers
Water & Sewer Managing Engineer

Cc: Russell Dean, Town Manager
Jennifer Perry, DPW Director



EXETER FIRE DEPARTMENT

20 COURT STREET, EXETER, NH 03833-2716

Tel 603.773.6131

Fax 603.773.6128

BRIAN D. COMEAU, CHIEF OF DEPARTMENT

September 12, 2016

COPY

Dear Trustees,

Thank you for taking the time to meet with representatives from several town departments and Engineers regarding the proposed access gate between 277 Water Street and the Swasey Parkway. The Fire Department is cognizant of providing the highest level of life safety while also maintaining the beauty and accessibility of the Parkway, a true Exeter land mark.

From a life safety and emergency response perspective, this gate affords a much higher standard for protecting the people and property of a building that houses an aging population.

I also wanted to confirm, the intentions of the Exeter Fire Department is to use this gate in emergency situations only. At no time will the Fire Department use this gate for day to day or periodic operations.

If you have any questions or concerns, please let me know.

Regards,

A handwritten signature in black ink, appearing to read "Justin Pizon".

Justin Pizon

Assistant Fire Chief, Training & Fire Prevention

Cc: Brian Comeau, Fire Chief

Eric Wilking, Assistant Fire Chief, Operations

Lt Paul Morin, Fire Inspector

A Tradition of Service

Advanced Life Support/EMS ✦ Fire Suppression ✦ Health Department ✦ Emergency Management

www.exeternh.gov



EXETER PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD • EXETER, NH • 03833-3792 • (603) 773-6157 • FAX 772-1355

www.exeternh.gov

DATE: September 30, 2016
TO: Russell J. Dean, Town Manager
FROM: Jennifer Mates, P.E., Assistant Town Engineer
RE: Kingston Road Improvement Project
Project Update

The Town of Exeter received a grant from the NH Department of Transportation (NHDOT) Transportation Alternatives Program (TAP) for the Kingston Road Shoulder Widening project. The project will improve safety for pedestrians, bicyclists, and motorists, as well as link residential neighborhoods with recreational opportunities. The grant will cover 80% of the estimated \$750,000 project. In March 2015, funding for the project was approved by town vote. CMA Engineers was hired in 2015 as the design consultant for the project.

DPW and CMA are currently working on the Engineering Study phase of the design process. As part of this phase, public meetings were held to gather stakeholder input and potential design alternatives were developed.

The alternatives are as follows:

No Build Alternative (required)

Alternative 1: Shoulder widening from the bridge at the Little River to Pickpocket Road.

Alternative 2: Alternative 1 plus sidewalks from the bridge at Little River to Brickyard Park.

Alternative 3: Alternative 1 plus sidewalks from the bridge at Little River to Tamarind Lane.

The engineer's estimates for Alternatives 1 through 3 are \$820,000, \$978,000, and \$1,055,000, respectively. Note that all costs include design, construction, and administration.

DPW is working with NHDOT to determine if additional funds are available or if the scope of the project can be modified to fall within the existing budget. The TAP grant was approved based on a project of 1.1 miles of shoulder widening, so modifications to the scope would need DOT approval to ensure that the project still meets the intent of the grant program. Cost estimates based on conceptual designs are often higher than those based on detailed design; however, there are very few modifications in this project that could be made which would have a significant impact on the cost reduction without having a significant impact on the scope. Another consideration is the climate of the construction market currently favors the contractors, resulting in higher bids.

NHDOT has been asked to review the funding and scope of the project. When their comments are received, an update will be presented to the Board of Selectmen.



Hazardous Waste in *Your Home??*

Hazardous Waste is not just an industrial problem.
Many household products contain hazardous
chemicals. We are all hazardous waste generators!

2016 HOUSEHOLD HAZARDOUS WASTE COLLECTION EXETER, STRATHAM, NEWFIELDS, EAST KINGSTON, EPPING, SEABROOK & SOUTH HAMPTON

SATURDAY, OCTOBER 15, 2016

8:00 am—1:00 pm

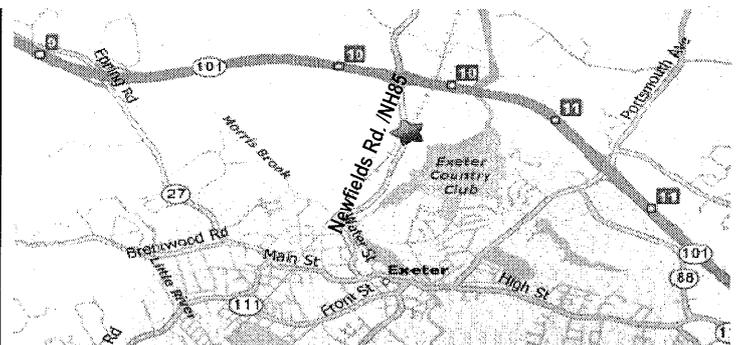
Exeter Public Works Garage, Newfields Road (Route 85), Exeter

<u>FROM THE YARD</u>	<u>FROM THE GARAGE</u>	<u>FROM THE HOUSE</u>	<u>FROM THE WORKBENCH</u>
Pesticides	Motor Oil	Rechargeable Batteries	Rust Remover
Insect Sprays	Auto Batteries	Drain & Oven Cleaners	Wood Preservatives
Rodent Killers	Antifreeze	Furniture Polish	Paint Thinners
Pool Chemicals	Brake Fluid	Metal Polish	Oil Based Paints
Muriatic Acid	Wax & Polish	Fluorescent Light bulbs	Solvents
No-Pest Strips	Engine Degreasers	Photo Chemicals	Degreasers
Lead sinkers, flashing	Carburetor Cleaner	Mercury Thermometers	Mercury
Creosote	Asbestos (wetted and double bagged)	Fire Extinguishers	

LIMIT PER HOUSEHOLD: 10 GALLONS or Equivalent
LATEX Paint and Alkaline Batteries not Accepted (not hazardous)
NOTE: Electronic Recycling will not be held at HHW day.

IMPORTANT NOTE:

The following wastes **cannot be accepted**:
Gas Cylinders, Explosive Materials, Ammunition,
Radioactive Materials, Infectious and Biological
Wastes, Prescription Medicines/Syringes,
Esters, and Unknown Materials.
Please don't bring them!



**COLLECTION IS FOR EXETER, STRATHAM, NEWFIELDS, EAST KINGSTON,
EPPING, SEABROOK & SOUTH HAMPTON RESIDENTS ONLY**

Sponsored by the Towns of Exeter, Stratham, Newfields, East Kingston, Epping, Seabrook & South Hampton.
Organized by Rockingham Planning Commission—778-0885.
For more information: Exeter: 778-0591; Stratham: 772-4741; Newfields: 772-5070;
East Kingston: 642-8406; Epping: 679-5441; Seabrook: 474-9771; and South Hampton: 394-7696

***** A DONATION OF \$5 PER HOUSEHOLD IS REQUESTED TO HELP OFFSET COSTS. *****

PLEASE

WE WILL NOT BE COLLECTING ELECTRONICS AT THE 2016 HOUSEHOLD HAZARDOUS WASTE

TIPS ON TOXICS

PURCHASE

- ⇒ **Read the label.** Look for the words "non-toxic" and compare products;
- ⇒ **Use non-toxic alternatives.** Many times a general household cleaner is just as effective as a specialized product;
- ⇒ **Buy only what you need;**
- ⇒ **Buy products with child-proof packaging;**
- ⇒ **Buy non-aerosol products.** Aerosols produce a fine mist which, when breathed, can settle deep in the lungs. Chemicals are then quickly absorbed into the bloodstream. Aerosol cans can explode if stored near heat or flame.

USE

- ⇒ **Use products in a well ventilated room and avoid breathing fumes.** Take breaks and work outside whenever possible;
 - ⇒ **Wear protective clothing;**
 - ⇒ **NEVER mix products.** Combining ammonia and chlorine bleach produces deadly chlorine fumes. Mixing chemicals can even cause explosions;
 - ⇒ **Use only the recommended amount.** Twice as much is not twice as good and may be twice as toxic.
- IF PREGNANT, avoid exposure to toxics;**
- ⇒ **In case of poisoning call Poison Control at (1-800-562-8236).**

STORAGE

- ⇒ **Store in a safe place.** Keep all toxics away from children;
- ⇒ **Close containers securely.** Some products like gasoline, oil-based paint & thinner can evaporate & pollute the air where they are stored.
- ⇒ **Keep all products in their original containers.**

DISPOSAL

- ⇒ **Use up a product to there is nothing left to dispose;** — the simplest of all disposal solutions!
- ⇒ **Donate leftover paints and other products to a service organization.** Make sure the product is securely packaged and well labeled;
- ⇒ **Take motor oil to a recycling center in your area.** Some service stations accept used motor oil; many Towns do at their public works garages, including Exeter and Stratham;
- ⇒ **Never pour harmful chemicals down the drain or on the ground.** These chemicals include pesticides, paints, preservatives, automotive products, home hobby chemicals and cleaning fluids;
- ⇒ **Take your household toxics to the household hazardous waste collection.** Individuals can take left-over chemicals to a central collection point and the chemicals are disposed of at licensed treatment and disposal facilities;
- ⇒ **Take advantage of New Statewide programs for LEAD SINKER AND NiCd BATTERY ⇒ disposal — available year round.** For the location of disposal sites in the area contact the NHDES or the Rockingham Planning Commission at the numbers shown below.

FOR MORE INFORMATION CALL...

NH Poison Control —	1-800-562-8236
NH Dept of Environmental Services —	271-2047
Rockingham County/UNH Coop. Ext.—	679-5616
Rockingham Planning Commission —	778-0885

**WHEN MAKING PURCHASES, AVOID PRODUCTS CONTAINING:
*Benzene, Toluene, Naphthalene, Trichloroethylene, Tetrachloroethylene,
Methylene Chloride, Carbon Tetrachloride***



Seeking Volunteers!

Lincoln Street
ARTS
FESTIVAL

Sat. October 22nd

**Do you like the idea of a more
walkable/bikable community?**

**We are hosting a
Complete Streets Pop-Up
Demonstration
at the Lincoln Street Arts
Festival.**

WE NEED YOUR HELP TO PULL IT OFF:

**SETUP CREW: 8-10am – Set up education table,
planters, benches, signs, etc .**

**EVENT CREW: 11am-4pm – Gather public input,
take pictures, hand out materials, etc. (2 hr shifts).**

**BREAKDOWN CREW: 4:00-6pm – Event Breakdown
and Clean Up**



ROCKINGHAM

PLANNING
COMMISSION

**Want to be a part of
this fun event?**

Email: kmurphy@exeternhgov

BRENTWOOD PLANNING BOARD

1 Dalton Road
Brentwood, NH 03833

603/642-6400

fax 603/642-6310

ABUTTERS NOTICE

This certified letter is to notify you, in accordance with RSA 676:4, that a public hearing will be held by the Brentwood Planning Board on Thursday, October 20, 2016 at 7:00 pm regarding the following application:

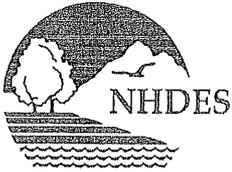
7:00 pm: Amendment to a Previously Approved Site Plan: Applicant/property owner Brentwood Distribution, LLC proposes to construct approximately 98,000 sf product storage "laydown" area, access drive and associated storm water infrastructure on property located at 91 Pine Road in the com/ind zone and referenced by tax map 205.019

Either you or a representative of your choice are invited to this hearing to determine if your property may be affected and to offer appropriate comments on the effects. If you no longer own adjoining land, we would appreciate notification to this effect prior to the meeting. This hearing may be up for discussion on Oct 20, Nov 3, Nov 17, Dec 1, or Dec 15, 2016.

Town Manager's Office

OCT - 3 2016

Received



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

September 21, 2016

Page 1 of 2

JSS & Associates
Jonathan Shaftmaster
158 Shattuck Way
Newington, NH 03801

RE: NH DES Wetlands Bureau File 2016-02264, 8 Commerce Way, Exeter Tax Map 48 Lot 3

Dear Mr. Shaftmaster:

Attached please find Wetlands Permit 2016-02264 to dredge and fill 5,183 square feet of forested wetland and 108 linear feet along the bed and banks of Norris Brook, a perennial stream, to install an open-bottom arch structure for access to buildable uplands for the construction of a 12,000 square foot office and light manufacturing facility.

The decision to approve this application was based on the following findings:

1. On August 9, 2016, DES received a request for an expedited review of the wetlands permit application for the project.
2. In a letter dated August 11, 2015, DES Commissioner, Thomas S. Burack stated, "DES will expedite the processing of this application, as the proposed project will further an important public interest by promoting economic development and improving environmental conditions and no pending applications will be unreasonably disadvantaged.
3. This is a minor impact project per Administrative Rule Env-Wt 303.03(h) Projects involving less than 20,000 square feet of alteration in the aggregate in nontidal wetlands, nontidal surface waters, or banks adjacent to nontidal surface waters which exceed the criteria of Env-Wt 303.04(f) and Env-Wt 303.04(l) Projects that alter the course of or disturb less than 200 linear feet of an intermittent or perennial nontidal stream or river channel or its banks and do not meet the criteria for minimum impact under Env-Wt 303.04(n).
4. The impacts are necessary to access buildable uplands; therefore, the need for the proposed impacts has been demonstrated by the applicant per Env-Wt 302.01.
5. The applicant has provided evidence which demonstrates that this proposal is the alternative with the least adverse impact to areas and environments under the department's jurisdiction per Env-Wt 302.03.
6. The applicant has demonstrated by plan and example that each factor listed in Env-Wt 302.04(a) Requirements for Application Evaluation, has been considered in the design of the project.
7. The Exeter Conservation Commission "voted unanimously to indicate a position of support for the project as presented."
8. The NH Division of Historical Resources found that "No Historical Properties Affect" as a result of the project.
9. The application included NH Natural Heritage Bureau (NHB) Datacheck Results letter NHB 16-2067 identifying one (1) State-Endangered plant species, sharp-flowered manna grass (*Glyceria acutiflora*) and one (1) State-Threatened vertebrate species, Northern Black Racer (*Coluber constrictor constrictor*) in the vicinity of the proposed project.
10. In response to the NHB letter, NHB does "not anticipate impacts to *Glyceria acutiflora* as a result of the this project."
11. The NH Fish and Game Dept. Nongame and Endangered Species Program "is satisfied that efforts have been taken to reduce potential impacts to the state threatened northern black racer identified on NHB16-2067 in the vicinity of the proposed light manufacturing facility in Exeter."
12. The applicant received written concurrence from the abutter whose property is within 20-feet of the proposed impacts pursuant to Env-Wt 304.04(a).
13. The United States Environmental Protection Agency has reviewed the project and stated "OK PGP."

Any person aggrieved by this decision may appeal to the N.H. Wetlands Council ("Council") by filing an appeal that meets the requirements specified in RSA 482-A:10, RSA 21-O:14, and the rules adopted by the Council, Env-WtC 100-200. The appeal must be filed **directly with the Council within 30 days** of the date of this decision and must set forth fully **every ground** upon which it is claimed that the decision complained of is unlawful or unreasonable. Only those grounds set forth in the notice of appeal can be considered by the Council. Information about the Council, including a link to the Council's rules, is available at <http://nhec.nh.gov/> (or more directly at <http://nhec.nh.gov/wetlands/index.htm>.) Copies of the rules also are available from the DES Public Information Center at (603) 271-2975.

Your permit must be signed, and a copy must be posted in a prominent location on site during construction.

If you have any questions, please contact me at (603) 559-1515 or via email at eben.lewis@des.nh.gov.

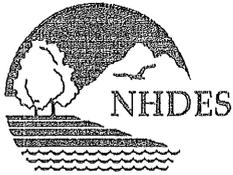
Sincerely,



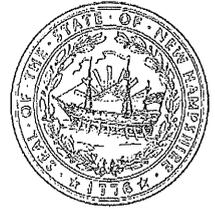
Eben M. Lewis
Wetlands Inspector
Southeast Region Supervisor
DES Wetlands Bureau

enclosures

ec: C31, Inc.
Brendan Quigley, Wetland Scientist/GIS Specialist, Gove Environmental Services, Inc.
Jim Gove, President/ Senior Soil and Wetland Scientist, Gove Environmental Services, Inc.
Kim Tuttle, Certified Wildlife Biologist, NHFG
Amy Lamb, Ecological Information Specialist, DRED, NH Natural Heritage Bureau
Rene Pelletier, PG, Assistant Director, DES Water Division
Collis Adams, CWS, CPESC, Administrator, DES Wetlands Bureau
Darren Winham, Exeter Economic Development Director
Russ Dean, Exeter Town Manager
Dan Chartrand, Chairman, Exeter Board of Selectmen
Kristen Murphy, Exeter Conservation Commission



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

WETLANDS AND NON-SITE SPECIFIC PERMIT 2016-02264 PAGE 1 OF 2

Permittee: JSS & Associates
Jonathan Shaftmaster
158 Shattuck Way
Newington, NH 03801
Project Location: 8 Commerce Way, Exeter
Exeter Tax Map 48 Lot 3
Waterbody: Norris Brook

**NOTE --
CONDITIONS**

APPROVAL DATE: 09/21/2016

EXPIRATION DATE: 09/21/2021

Based upon review of the above referenced application, in accordance with RSA 482-A and RSA 485-A:17, a Wetlands Permit and Non-Site Specific Permit was issued. This permit shall not be considered valid unless signed as specified below.

PERMIT DESCRIPTION: Dredge and fill 5,183 square feet of forested wetland and 108 linear feet along the bed and banks of Norris Brook, a perennial stream, to install an open-bottom arch structure for access to buildable uplands for the construction of a 12,000 square foot office and light manufacturing facility.

THIS APPROVAL IS SUBJECT TO THE FOLLOWING PROJECT SPECIFIC CONDITIONS:

1. All work shall be in accordance with plans by TFMoran, Inc. dated August 3, 2016 as received by the NH Department of Environmental Services (DES) on August 9, 2016.
2. This permit is not valid unless an Alteration of Terrain permit or other method of compliance with RSA 485-A:17 and Env-Wq 1500 is achieved.
3. Work shall be done during low flow and in the dry only.
4. Appropriate siltation and erosion controls shall be in place prior to construction, shall be maintained during construction, and shall remain until the area is stabilized. Temporary controls shall be removed once the area has been stabilized.
5. Appropriate turbidity controls shall be installed prior to construction, shall be maintained during construction such that no turbidity escapes the immediate dredge area and shall remain until suspended particles have settled and water at the work site has returned to normal clarity.
6. Work shall be conducted in a manner so as to minimize turbidity and sedimentation to surface waters and wetlands.
7. All dredged and excavated material and construction-related debris shall be placed outside of the areas subject to RSA 482-A .
8. The contractor responsible for completion of the work shall use techniques described in the New Hampshire Stormwater Manual, Volume 3, Erosion and Sediment Controls During Construction (December 2008).
9. Construction equipment shall be inspected daily for leaking fuel, oil, and hydraulic fluid prior to entering surface waters or wetlands or operating in an area where such fluids could reach groundwater, surface waters, or wetlands.
10. The permittee's contractor shall maintain appropriate oil/diesel fuel spill kits on site that are readily accessible at all times during construction, and shall train each operator in the use of the kits.
11. All refueling of equipment shall occur outside of surface waters or wetlands during construction. Machinery shall be staged and refueled in upland areas only.

www.des.nh.gov



The State of New Hampshire
DEPARTMENT OF ENVIRONMENTAL SERVICES



Thomas S. Burack, Commissioner

NOTICE TO RECIPIENTS OF
MINOR IMPACT NH WETLANDS PERMITS

Your permit was approved by the New Hampshire Wetlands Bureau as a minor impact project. Your project will be reviewed by the US Army Corps of Engineers for possible approval under the Army Corps New Hampshire State Programmatic General Permit – SPGP. The Army Corps will notify you within thirty (30) days if they will require additional information, or an individual federal permit application.

If you do not hear from the Army Corps within thirty (30) days, and your project meets the conditions of the SPGP (attached), your project will automatically be approved under the SPGP. You should contact the Army Corps, at 1-800-343-4789 (ME, NH, VT, CT, RI), 1-800-362-4367 (MA), if your project does not meet the conditions of the SPGP.

NO WORK SHOULD BE DONE WITHOUT AUTHORIZATION FROM THE
ARMY CORPS UNLESS THIRTY (30) DAYS HAVE PASSED AFTER NH
WETLANDS BUREAU APPROVAL AND ALL CONDITIONS OF THE SPGP
ARE MET.

THESE APPROVALS DO NOT RELEIVE YOU FROM OBTAINING ANY
NECESSARY LOCAL PERMITS THAT MAY BE REQUIRED BY YOUR TOWN.

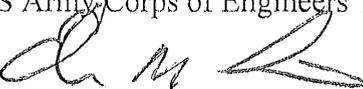
IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO GIVE US A CALL AT 603-271-2147.

cc: US Army Corps. of Engineers

12. Faulty equipment shall be repaired immediately prior to entering areas that are subject to RSA 482-A jurisdiction.
13. Native material removed from the streambed during culvert installation shall be stockpiled separately and reused to emulate a natural channel bottom within the culvert, between wing walls, and beyond. Any new materials used must be as similar to the natural stream substrate as practicable and shall not include any angular rock.
14. Any fill used shall be clean sand, gravel, rock, or other suitable material.
15. No person undertaking any activity shall cause or contribute to, or allow the activity to cause or contribute to, any violations of the surface water quality standards in RSA 485-A and Env-Wq 1700.
16. The contractor responsible for completion of the work shall use techniques described in the New Hampshire Stormwater Manual, Volume 3, Erosion and Sediment Controls During Construction (December 2008).
17. Within three days of final grading or temporary suspension of work in an area that is in or adjacent to wetlands or surface waters, all exposed soil areas shall be stabilized by seeding and mulching during the growing season, or if not within the growing season, by mulching with tackifiers on slopes less than 3:1 or netting and pinning on slopes steeper than 3:1.
18. Where construction activities occur between November 30 and May 1, all exposed soil areas shall be stabilized within 1 day of establishing the grade that is final or that otherwise will exist for more than 5 days. Stabilization shall include placing 3-inches of base course gravels, or loaming and mulching with tack or netting and pinning on slopes steeper than 3:1.

GENERAL CONDITIONS THAT APPLY TO ALL DES WETLANDS PERMITS:

1. A copy of this permit shall be posted on site during construction in a prominent location visible to inspecting personnel;
2. This permit does not convey a property right, nor authorize any injury to property of others, nor invasion of rights of others;
3. The Wetlands Bureau shall be notified upon completion of work;
4. This permit does not relieve the applicant from the obligation to obtain other local, state or federal permits, and/or consult with other agencies as may be required (including US EPA, US Army Corps of Engineers, NH Department of Transportation, NH Division of Historical Resources (NH Department of Cultural Resources), NHDES-Alteration of Terrain, etc.);
5. Transfer of this permit to a new owner shall require notification to and approval by DES;
6. This project has been screened for potential impacts to **known** occurrences of rare species and exemplary natural communities in the immediate area. Since many areas have never been surveyed, or have received only cursory inventories, unidentified sensitive species or communities may be present. This permit does not absolve the permittee from due diligence in regard to state, local or federal laws regarding such communities or species.
7. Review enclosed sheet for status of the US Army Corps of Engineers' federal wetlands permit.

APPROVED: 
Eben M. Lewis
DES Wetlands Bureau

=====

BY SIGNING BELOW I HEREBY CERTIFY THAT I HAVE FULLY READ THIS PERMIT AND AGREE TO ABIDE BY ALL PERMIT CONDITIONS.

OWNER'S SIGNATURE (required)

CONTRACTOR'S SIGNATURE (required)