

**Exeter Board of Selectmen Meeting
Monday, August 20th, 2012, 6:45 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

BUSINESS MEETING TO BEGIN AT 7:00 P.M.

1. Call Meeting to Order
2. Non-Public Session – Exception 2-b, 2-d 91:A
3. Board Interviews – Water/Sewer Committee
4. Bid Openings – Town Office HVAC Project
5. Public Comment
6. Minutes & Proclamations
 - a. Special Meeting: August 2nd, 2012
 - b. Regular Meeting: August 6th, 2012
7. Appointments – Water/Sewer Committee
8. Discussion/Action Items
 - a. New Business
 - i. Checklist Supervisors Move – Town Clerk Office Update
 - ii. Powder Keg Chili and Brew Fest – Mike Favreau
 - iii. Review CMA Report – Linden Street/Court Street Culverts
 - iv. Review 2013 CIP Projects
 - v. Town Seal Policy Proposal
 - b. Old Business-
 - i. 47 Front Street Roof Project Update
 - ii. Gilman Park Transfer Update
9. Regular Business
 - a. A/P and Payroll Manifests
 - b. Budget Updates
 - c. Tax Abatements & Exemptions
 - d. Water/Sewer Abatements
 - e. Permits
 - f. Town Manager's Report
 - g. Legislative Update
 - h. Selectmen's Committee Reports
 - i. Correspondence
10. Review Board Calendar
11. Adjournment

Matt Quandt, Chairman
Board of Selectmen

Posted: 8/17/12 Town Offices, Library, and Departments

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.



Russ Dean <rdean@town.exeter.nh.us>

Exeter Housing Authority

Robert Eastman <rdeastman@comcast.net>

Thu, Aug 2, 2012 at 5:45 AM

To: mjquandt@comcast.net, dclement43@comcast.net, dchartra@rcn.com,

juliedgilman@comcast.net, Frank Ferraro <fferraro2010@gmail.com>

Cc: rdean@town.exeter.nh.us, sriffle@town.exeter.nh.us

Dear Board of Selectmen,

Please accept my application for appointment to serve the community, as many of you know I have served on many committees the last fifteen years.

Thanks Bob



Appointment Application.pdf

49K



Town of Exeter
Boards, Commissions & Committees
Appointment Application

Committee Selection:

1st Choice: Housing Authority 2nd Choice: Water & Sewer Advisory

Name: Robert EASTMAN

Address: 19 Hampton Falls Rd

Email: reastman@comcast.net

Phone: _____ Cell: 603 793 8218

Please describe your interest in serving on this committee.

Public Service?

Please provide any background information that would be of interest to the Board when considering your application, including previous committee service or other relevant experience. (resume can be attached)

Are you aware of any conflicts that could arise affecting your service on this committee?

No

Are you aware of the meeting schedule and able to commit to attending regularly?



NO

After submitting this application for appointment to the Town Manager:

- The application will be reviewed and you will be scheduled for an interview with the Selectmen
- Following the interview the Board will vote on your potential appointment at the next regular meeting
- If appointed, you will receive a letter from the Town Manager and will be required to complete paperwork with the Town Clerk prior to the start of your service on the committee or board.

Signature: RP Eastman Date: 8/1/12

Please submit to: Town Manager, Town of Exeter 10 Front Street Exeter, NH 03833

DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

August 2, 2012

1. Call Meeting to Order

Chairman Matt Quandt convened the Board of Selectmen at 8:30 p.m. in the Wheelwright Room of the Town Office. Other members of the Board present were: Ms. Julie Gilman, Mr. Don Clement, Mr. Frank Ferraro, Mr. Dan Chartrand and Town Manager, Russ Dean. Members of the public present: Brian Griset, Robert Eastman, Renee O'Barton.

2. Accounts Payable Warrant. Mr. Chartand moved an accounts payable warrant in the amount of \$96,606 from the capital fund, dated July 27th, 2012. Selectwoman Gilman seconded. This is the payment to Brown Industrial Group for work on the culvert projects. Motion carried unanimously.

3. Exeter Housing Authority appointments.

Mr. Chartand moves to appoint Boyd Allen to the Exeter Housing Authority for a term ending April 30, 2015. Selectwoman Gilman seconds. Discussion. Mr. Quandt points out Mr. Eastman was an applicant but is a paid official and cannot be appointed under the RSA. Mr. Eastman asks for a copy of the RSA referred to. Mr. Quandt provides legal counsel's review of the question. Mr. Allen's candidacy is discussed including his water/sewer committee membership and expertise. Mr. Ferraro feels this is a conflict due to the sewer issue. He would like to ask Mr. Allen about this and cites the Board's policy on appointments. Mr. Ferraro states Board policy is to interview candidates prior to appointment. Mr. Chartand indicates due to the immediate nature of the situation he is prepared to appoint this evening. Mr. Allen already serves on a town committee and is known. Mr. Clement states he knows Mr. Allen's work on the water/sewer committee and he is well qualified to serve. Mr. Quandt allows Mr. Griset a question. He asks about the Board's policy on appointments, which is explained. Ms. O'Barton asks about terms available and this is clarified. Ms. O'Barton states he doesn't know Mr. Allen and has not met him. The vote is called with the result 4-1 in favor, Mr. Ferraro opposed for the stated reasons.

Mr. Chartrand moves to appoint Don Briselden to the Exeter Housing Authority for a term to expire April 30, 2016. Selectwoman Gilman seconds. Discussion. Mr. Ferraro states he thinks highly of Mr. Briselden, however he resigned from the EDC due to workload and serves on multiple committees. Ms. Gilman replies that Mr. Briselden resigned in part due to the frequency of meetings of the EDC and no longer serves the transportation committee. He is an alternate on the Conservation Commission. Selectman Clement voices his support as Mr. Briselden would serve with the best interests of the residents of 277 Water Street in mind. Mr. Ferraro suggests an issue with time commitment that he would like to ask about. Mr. Clement suggests if that were an issue Mr. Briselden would not have stepped forward. He would be an asset. The vote is called with the result 4-1 in favor of appointment, Mr. Ferraro is opposed.

George Bragg, Exeter Housing Authority member, is discussed. Mr. Bragg has not attended a meeting since February of 2011. This has caused a quorum issue. It is doubtful Mr. Bragg is continuing on the commission. Discussion ensues on Mr. Bragg's status. Board policy states anyone not attending 60 percent of meetings is subject to removal.

Mr. St. Amour is referenced. He has a broken hip and could not attend the last meeting. Mr. Eastman declares Mr. St. Amour is likely to be missing for a month. Mr. Eastman asks again to comment. When

DRAFT MINUTES

he heard about this meeting he felt it was fishy. He has no faith in this Board. He feels this is a (profanity) thing to do.

After further discussion, Mr. Bragg will be sought via a phone call to try to determine his status. The idea of removal is favored but an explanation of the circumstances is warranted.

Mr. Dean asks Ms. O'Barton about her knowledge of the DPW's Option B. She indicates she is aware of the specifics of the proposal. It is confirmed the Commission as a whole has not had a presentation on the option. Ms. O'Barton states when the topic was discussed by the Selectmen it was not on the agenda at the last meeting, so the Housing Authority could voice concerns. Mr. Dean states that the Option B was presented to the Selectmen first, to get their approval, and then sent on to the Housing Authority as the preferred option of the Board.

Mr. Chartrand asks to comment and refers to Mr. Eastman's prior comments, which he finds offensive and meant to intimidate.

Mr. Ferraro refers to an email received from Sandra Driscoll regarding Parks/Recreation Patriots Alumni game and related fundraising. Mr. Clement indicates he wishes to hear a report as well. This will be handled Monday night.

4. Adjournment

Selectwoman Gilman moves to adjourn at 9:15 p.m.. Selectman Clement seconded. Motion carried.

Respectfully submitted,

Russell Dean
Town Manager

Appointments – August 20, 2012

Water/Sewer Committee

John Gilbert, Term to Expire April 30, 2015

State of New Hampshire
Voter ID Law - Laws of 2012, Chapter 289
Explanatory Document

During the 2012 legislative session the legislature passed House Bill 1354, also known as the "Voter ID" Law. The new law will phase-in a photo identification requirement over a period of time.

This explanatory document is required under the "Voter ID" law as part of the process of educating the public about the law's requirements and application and outlines the law's requirements for 2012.

What type of photo ID will I need in order to vote?

For any election before Sept. 1, 2013, you will be asked to provide one of the following:

- Driver's license issued by any state (even if expired);
- ID card issued by NH DMV (Division of Motor Vehicles);
- U.S. Armed Services ID card;
- U.S. Passport (even if expired);
- Valid photo ID card issued by either the federal government or a state, county or municipal government;
- Valid student ID card
- Other photo ID deemed legitimate by the supervisors of the checklist, the moderator, or the clerk; or
- Verification of identity by a supervisor of the checklist, the moderator or the clerk.

What if I do not have an approved photo ID?

Before November 1, 2012, any voter who does not present an approved photo ID will be informed of the new law and permitted to vote.

Between November 1, 2012 and September 1, 2013, any voter who does not present an approved photo ID will be permitted to vote after executing a "challenged voter affidavit."

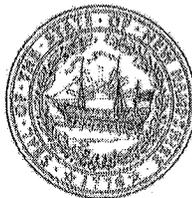
A voter who does not have an approved photo ID may obtain a free photo ID for voting purposes only by presenting a voucher from their town/city clerk or the Secretary of State to any NH DMV office that issues identification.

Is there any post-election action required by me after I vote without an approved photo ID?

After November 1, 2012, if you filled out a "challenged voter affidavit" in order to vote on Election Day, you will receive a verification letter from the Secretary of State, requesting confirmation that you voted in the election. If you do not respond in writing to the Secretary of State within 90 days of the date it was mailed, the Attorney General will conduct an investigation to determine whether fraudulent voting occurred.

Where can I get more information? Your city or town clerk or the Secretary of State

SOS.NH.GOV



(603) 271-3242

State Election Law Training August 2012



Agenda

Afternoon Workshop 2 ½ Hours	Topic	Evening Workshop 2 ½ Hours
1:00-2:00	Election Laws / Voter ID	6:00-7:00
2:00-2:30	Questions & Answers Period	7:00-7:30
2:30-2:45	Break	7:30-7:45
2:45-3:30	Accessibility / System – Set up	7:45-8:30

See 2nd page for Dates and Venues

No Pre-registration and No Refreshments

Contact HAVA Help Desk with any questions @ 800 540-5954

Tuesday August 14, 2012

1:00 pm - 3:30 pm **Columbia** –
Town Hall @ 1919 US Route 3, Columbia, NH

6:00 pm - 8:30 pm **Gorham** -
Town Hall @ 20 Park Street, Gorham, NH

Tuesday, August 21, 2012

1:00 pm - 3:30 pm **Keene** –
Keene Recreation Dept. @ 312 Washington Street, Keene, NH

6:00 pm - 8:30 pm **Grantham** –
Town Hall, Lower Level @ 300 Rte 10 South Grantham, NH

Thursday, August 23, 2012

1:00 pm - 3:30 pm **Rochester** –
Rochester Community Center, 150 Wakefield Street, Rochester, NH

6:00 pm - 8:30 pm **Hampton-**
Centre School, 53 Winnacunnet Road, Hampton, NH

Tuesday, August 28, 2012

1:00 pm - 3:30 pm **Goffstown** –
Goffstown High School @ 27 Wallace Road, Goffstown, NH

6:00 pm - 8:30 pm **Wolfeboro** –
Wolfeboro Public Library @ 259 South Main St., Wolfeboro, NH

Thursday, August 30, 2012

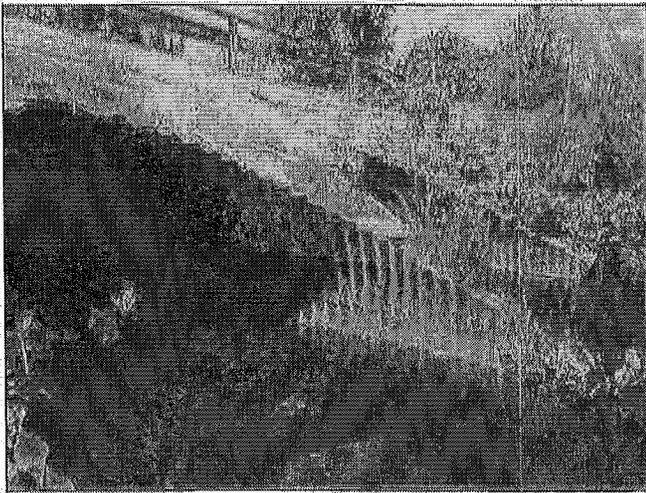
1:00 pm - 3:30 pm **Concord** –
State House @ 107 North Main Street, Concord, NH

6:00 pm - 8:30 pm **Concord** –
State House @ 107 North Main Street, Concord, NH

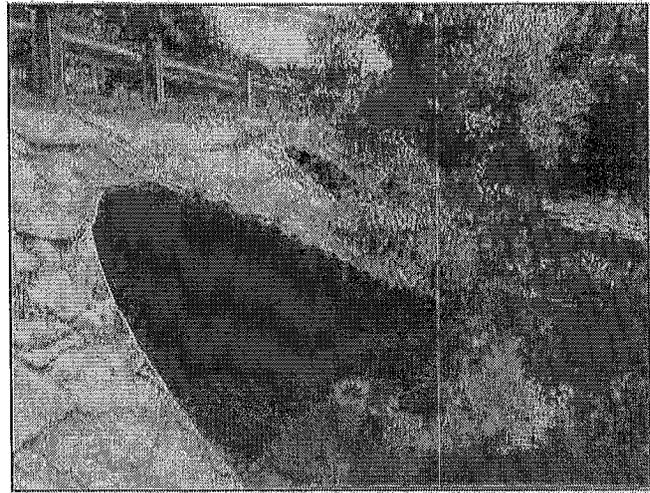
Powder Keg Chili and Brew Fest

- A joint event with the Chamber. It is a separate event within the Chamber's Fall Festival and not a standalone event per se.
- Our motto is "creating community through people, parks and programs" and this event should be a community event that can be an economic driver for the town and both sponsoring agencies.
- The Chamber is the licensed agency through the state liquor control and we will be buying a "tulip" policy through the Town's insurer to cover the Town as well.
- Corporate sponsors: FW Webb; Donahue, Tucker and Ciandella, PLLC; Infinity Imaging; The Provident Bank. In addition First Student being a sponsor of the Festival as a whole will be providing shuttle transportation.
- Both areas will be fenced off with snow fence and tents. It will be ticketed entry.
- There will be a band playing for the day at the bandstand for everyone's enjoyment.
- Breweries that are signed on so far:
 1. Long Trail
 2. Narragansett
 3. Sebago
 4. The Prodigal Brewery at Misty Mountain Farm
 5. Throwback
 6. Blue Lobster
 7. Smuttynose
 8. Red Hook
 9. Moat Mountain Smoke House and Brew Co.
 10. Woodstock Inn
 11. Milly's Tavern
 12. Peak Organic
 13. Tuuckerman
 14. Samuel Adams Boston Brewery
- The Chamber will be looking for a permit for road closure.

***Roadway Culvert Evaluation
Linden and Court Streets
Exeter, New Hampshire***



Linden Street Br. No. 087/062



Court Street Br. No. 095/063

Presented to:

Town of Exeter Public Works
13 Newfields Road
Exeter, NH 03833

July 2012

Presented by:

CMA
ENGINEERS

Portsmouth, New Hampshire, Manchester, New Hampshire, Kennebunk, Maine

Portsmouth, NH ▪ Manchester, NH ▪ Kennebunk, ME

CMA
ENGINEERS



CMA ENGINEERS, INC.
CIVIL/ENVIRONMENTAL ENGINEERS

35 Bow Street
Portsmouth, New Hampshire
03801-3819

Phone: 603/431-6196

Fax: 603/431-5376

E-mail: info@cmaengineers.com

Web Site: www.cmaengineers.com

July 16, 2012

Mr. Jay Perkins, Sr.
Highway Superintendent
Town of Exeter
13 Newfield's Road
Exeter, NH 03833

**RE: Roadway Culvert Evaluation, Linden and Court Streets, Exeter, NH
CMA# 834**

Dear Mr. Perkins:

CMA Engineers has completed our review of the project sites and the determination of options for rehabilitation and replacement of the culverts that carry Linden Street and Court Street over the Little River in the Town of Exeter. Our findings and recommendations are based on visual observations on May 31 and June 10, 2012 and are summarized below.

Executive Summary

The existing metal plate arch culvert and headwalls are generally in fair to poor condition at both Linden and Court Street crossings of the Little River. These culvert structures have deteriorated to a level that repair or replacement alternatives should be programmed in the near future by the Town before the deficiencies become serious or critical resulting in load reductions, or partial roadway closures, at either location. The roadway is currently unrestricted at both locations, but pavement cracking transverse to the roadway travel lanes was observed indicating some level of ongoing roadway settlement that should be monitored for formation of sink holes after storm events. The Little River is constricted at both locations such that replacement alternatives are anticipated to have longer spans with increased hydraulic capacity in accordance with the 2010 Stream Crossing Guidelines as incorporated in the New Hampshire Department of Environmental Services (NHDES) Administrative Rules for wetlands.

The Linden Street Culvert presently has a condition evaluation rating of 4, on a scale of 0 to 9, and is on the Municipal Red List for its structural deficiency. Heavy rusting over time has resulted in section loss of the structural metal pipe to the extent that holes and severe pitting can be observed in the lower sections of the side walls near the water line. The Court Street Culvert is not presently on the Municipal Red List, but has a rating of 5, indicating that its condition is borderline and near Red List status. Furthermore, the condition of the Court Street Culvert was observed to be similar to Linden Street. This is to be expected as the structures are of similar construction type, and were installed within two years of each other.

Repair alternatives include full slip-lining or partial invert lining. For replacement options, three-sided concrete rigid frame, or a single span bridge with precast concrete beams supported on conventional foundations, is recommended at both locations. The selection of the repair, or replacement, structure will be based on initial construction cost, life-cycle cost, schedule,

providing an adequate hydraulic opening, and properly addressing environmental considerations. A conceptual level opinion of project costs for each structure is outlined for budgetary purposes below with additional detail appended to this report.

Location	Interim Repairs	Clear Span Replacement
Linden Street	\$215,000	\$950,000
Court Street	\$315,000	\$1,200,000

If the Town opts for repair alternatives, the repairs should be considered interim and the existing structures should be closely monitored. Pavement cracks are recommended to be repaired upon completion of the structural alterations to set a baseline for observation. Provided the existing structure and site remain stable at each location, the structures can continue to operate in their current capacity until the Town is able to address long term repairs. If the sink holes appear, or pavement cracking spreads after repairs, immediate further investigation and corrective action are recommended to ensure the stability of each structure.

Existing Conditions

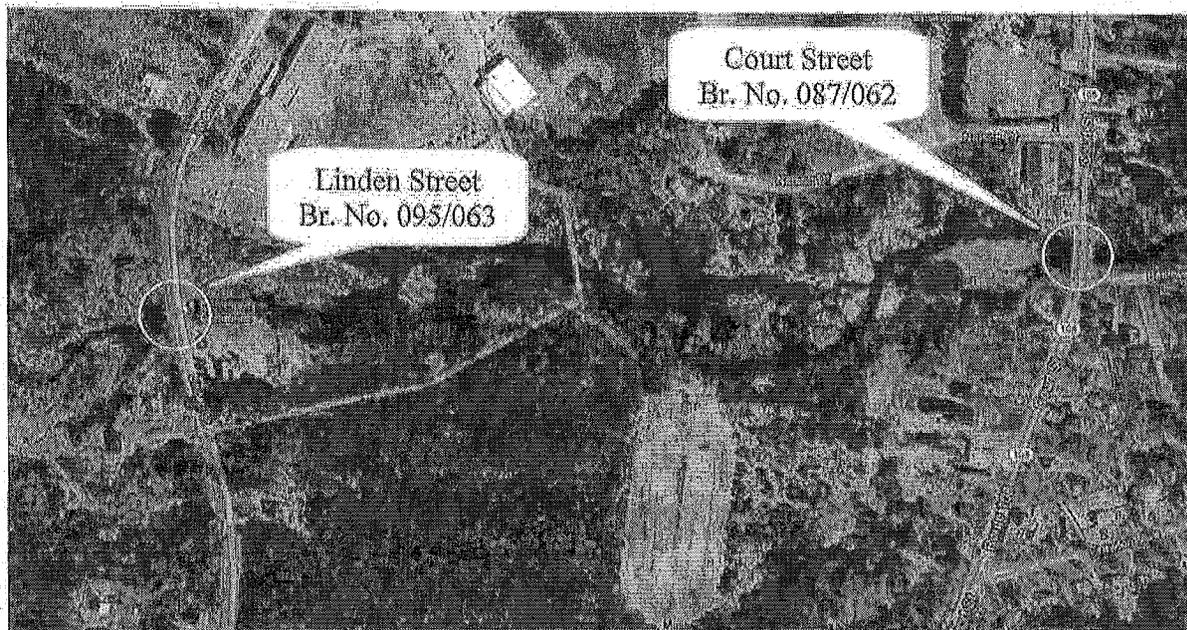
Linden Street: The road runs generally north-south in the project area. The culvert falls on the high point of a curved section of roadway south of the entrance to the former Exeter High School / Junior High School campus. The paved roadway is approximately 29 feet in width between driven steel post guardrails. The Little River flows under the road from west to east. A sidewalk is located on the downstream (east) side of the road. Overhead utilities are also located on the downstream side of the roadway.

The culvert consists of two 13'-0" wide metal plate arch structures separated by a 3'-0" wide stone and cast-in-place concrete infill headwalls between the arches. Record construction documents were not available for this structure.

The culvert constricts the bank-full width of the Little River by approximately twenty feet at this location. The west side of the southerly culvert has rotted through near the inlet just above the normal water level. Flow was observed through the sidewall of the pipe, and velocities were slightly higher in the southerly culvert as beavers had recently constructed a dam. Transverse pavement cracking was observed at this location approximately in line with the side walls of each arch.

The culvert structure is generally in poor condition due to advanced corrosion and partial failure of the structural steel plate arches. The observed condition is likely the result of low initial quality, exposure to fluctuating water levels, and other environmental conditions.

Court Street (NH Route 108): The road runs generally north-south as Court Street parallels Linden Street in the project area. The culvert is the next structure downstream from the Linden Street Culvert and falls on a tangent section of roadway immediately north of the intersection with Bell Avenue. The paved roadway is approximately 30-feet in width between driven steel post guardrails. A sidewalk is located on the downstream (east) side of the road. Overhead and underground utilities are also located on the downstream side of the roadway.



Project Location Map

The culvert consists of three 14'-0" wide metal plate arch structures separated by a 3'-6" wide stone and cast-in-place concrete infill headwalls between the arches. Record construction documents were not available for this structure.

The culvert constricts the bank-full width of the Little River by approximately thirty feet at this location. The headwalls were observed to have settled and substantial pavement longitudinal and transverse pavement cracking was observed at this location.

The culvert structure is generally in fair condition according to New Hampshire Department of Transportation (NHDOT) inspection reports and the culvert is not presently structurally deficient. Water levels and accumulation of sedimentation in the invert of the structure did not allow as detailed a review of the physical characteristics of the metal plate arches at, and below, water level. Given the age, traffic counts, overall condition, and age of the structure, this structure should be given a similar priority for repair and replacement as the Linden Street Culvert.

Per NH RSA 234:2, the geometry of both structures meet the definition of a bridge as they each have an overall combined span greater than ten feet and the distance between the culverts is less than half the diameter of the smallest culvert. Therefore, improvements to either structure would be eligible for funding under the NHDOT Municipally Managed Bridge Aid program.

Interim Repairs

The Town may choose from multiple interim repair options to strengthen each structure in an effort to gain an additional five to fifteen years of service from each structure prior to full replacement. The alternatives below apply to both the Linden Street and Court Street Culverts.

Under the interim repair alternative, it is recommended to excavate the pavement and fill any voids with Class F, Flowable Fill in accordance with NHDOT Standard Specifications to stabilize the current backfill and prevent further cracking of the pavement. This repair is only suitable for stabilization of the roadway base, and is not considered a structural repair that will increase the load carrying capacity of the crossing.

Steel road plates could be placed over the plate arches to distribute vehicle loads after placement of Flowable Fill. The weight of road plates on the structure should be evaluated to ensure that the arches have capacity to carry the additional dead loads from road plates. Road plates would likely need to be spliced together to achieve a sufficient length to extend beyond the outer walls of each plate arch and span over the structure. The extension of the plate beyond the limits of the arch is important to ensure that bearing will be maintained if settlement occurs as soil washes through holes in the plate arch walls.

Another alternative interim repair to increase structural capacity is to line the invert of each culvert with cast-in-place concrete to an elevation above normal high water or fully slip-line the structure with a new plate arch or pipe inside each of the existing arches. The annular space between the existing and new pipe under a full slip-line option would be filled with grout to make a composite structural system. The viability of slip lining the structure in an effort to extend its service life needs to be confirmed with a hydraulic analysis. Partial slip lining as an interim repair is more likely to be allowed in the NHDES permitting process than a full slip lining

The selected alternative for interim repairs, if any, is dependent on the Town's timeline for replacement of the existing structures. We would be happy to further review the cost / benefit and timing analyses of the alternatives with the Town.

Bridge Replacement

The replacement alternatives below apply to both the Linden Street and Court Street Culverts. A replacement structure would be designed for a minimum seventy-five year service life in accordance with NHDOT / AASHTO bridge design provisions. Use of high-quality durable materials facilitates new bridges to be designed for a 100-year life in most environments. For structures in the span range for the Linden and Court Street culverts, precast concrete bridges are most competitive when considering initial costs, life cycle maintenance, and overall performance. Three-sided concrete rigid frame bridges on precast or cast-in-place footings, and precast beam bridges on conventional abutments have been installed throughout the state over the past five years, and are well suited to these sites.

The proposed bridge replacement alternatives include removal of the existing bridge; possible relocation of overhead utilities by others; installation of water diversion or cofferdam structures, installation of a new precast bridge; installation of bridge rail at the Town's option; and completion of roadway approach work to tie each new bridge into the existing roadway approaches. The replacement structures are envisioned to be generally within the footprint of the existing structure at both sites, which will simplify the environmental permitting process.

Given the hydraulic constrictions at both sites, it is very likely that replacement bridges will need to span from bank to bank under current NHDES permitting rules. The current bridge length of

29 feet at Linden Street could be increased to between 45 and 50 feet. The current bridge length of 49 feet at Court Street could be increased to between 75 and 80 feet.

A multiple span rigid frame structure with cast-in-place or precast concrete footings is well suited for both locations. If a rigid frame option is selected, the top of the frame is expected to be close to finish grade to minimize roadway profile adjustments. Therefore, approach slabs are anticipated with a rigid frame to provide a smooth transition from the road to the bridge. A combination of bridge rails suited for vehicular and pedestrian use that is attached at the deck level is anticipated. A rigid frame provides an environmental advantage over the existing metal pipe arches at these sites in that a true natural channel bottom would be provided. A disadvantage of this structure type is that piers will be located in the river that will need periodic maintenance associated with debris removal.

A single clear-span concrete beam superstructure consisting of adjacent prestressed box beams or New England Extreme Tee (NEXT) beams with cast-in-place 'stub' or mid-height concrete abutments and footings is also well suited for both locations. Similar to rigid frame structures, the deck surface will be close to finished grade with a bituminous pavement overlay. This bridge type requires minimal maintenance and is considered 'jointless' with the primary difference between it and a rigid frame being that the vertical abutment walls that the deck beams sit on are not integral with the superstructure. The minimized maintenance, added environmental benefits, and less robust construction dewatering requirements compared to the multi-span rigid frame option, will need to be weighed against the additional superstructure and foundation construction costs of the single span option.

Permitting Requirements

Interim repairs requiring work in the river bed may be completed under existing town wide maintenance permits or by an abbreviated Permit by Rule. A NH Department of Environmental Services Dredge & Fill (Wetlands) permit will be required to complete the replacement projects. Any work adjacent to or within a prime wetland will require a Major level permit. As part of the permitting process, several other agencies are likely to review the project. NH Division of Historical Resources approval will be required in addition to reviews from the NH Natural Heritage Bureau and the U.S. Army Corps of Engineers.

Cost Estimates

A conceptual level opinion of project costs for budgetary purposes is outlined below for the box culvert and rigid frame alternatives using 2012 pricing. To project pricing to future years, a cost index of 4% annually may be applied.

Conclusion

The extent of present deterioration does not put either structure in jeopardy of imminent failure, but as time goes on and deterioration advances, repair alternatives are less likely to be viable from the standpoints of cost and environmental permitting. These culvert structures have deteriorated to a level that repair or replacement alternatives should be programmed in the near future by the Town before the deficiencies become serious or critical resulting in load reductions, or partial roadway closures, at either location.

We appreciate the opportunity to be of assistance to the Town of Exeter. We trust that the findings and recommendations herein will be useful to the Town in planning for interim and

Mr. Jay Perkins, Sr.
July 16, 2012
Page 6

long-term solutions at each project site. If you have any questions, or need additional information, please feel free to contact us at 603-431-6196.

Very truly yours,
CMA ENGINEERS, INC.



Jason L. Gallant, P.E.
Vice President and Project Manager

JLG:cak

Encl.

Town of Exeter, NH
Linden Street and Court Street Bridges over Little River
CMA Engineers, Inc. Project # 834
July 2012

Opinion of Probable Design and Construction Costs

Rigid Frame Option - Linden Street	Quantity	Unit	Unit Price	Cost
Clearing and grubbing	0.25	AC	\$ 5,000.00	\$ 1,250.00
Cofferdam / dewatering system	1	LS	\$ 50,000.00	\$ 50,000.00
Site preparation for abutment construction	1	LS	\$ 40,400.00	\$ 40,400.00
structure removal	1	LS	\$ 15,000.00	
common bridge excavation	500	CY	\$ 15.00	
granular backfill / structure fill	400	CY	\$ 38.00	
stone fill channel protection	85	CY	\$ 32.00	
Footing & wingwall concrete	80	CY	\$ 700.00	\$ 56,000.00
Approach slabs	30	CY	\$ 1,000.00	\$ 30,000.00
Concrete reinforcing	8000	LB	\$ 1.55	\$ 12,400.00
2-25' rigid frames FOB job site	2	EA	\$ 85,000.00	\$ 170,000.00
Set structure by crane	1.5	DAY	\$ 10,000.00	\$ 15,000.00
Approach site work / restoration	1	LS	\$ 65,000.00	\$ 65,000.00
Traffic control and signage	1	LS	\$ 4,000.00	\$ 4,000.00
Erosion control and SWPPP	1	LS	\$ 3,000.00	\$ 3,000.00
QC testing program	1	LS	\$ 5,000.00	\$ 5,000.00
structure subtotal				\$ 452,050.00
contractor mobilization @8%				\$ 36,200.00
contingency @ 20%				\$ 90,400.00
survey and geotechnical program allowance				\$ 9,000.00
engineering / bidding / construction administration				\$ 95,000.00
project total				\$ 682,650.00

Cost Range: Say \$615,000 to \$685,000

Town of Exeter, NH
Linden Street and Court Street Bridges over Little River
CMA Engineers, Inc. Project # 834
July 2012

Opinion of Probable Design and Construction Costs

Rigid Frame Option - Court Street	Quantity	Unit	Unit Price	Cost
Clearing and grubbing	0.25	AC	\$ 5,000.00	\$ 1,250.00
Cofferdam / dewatering system	1	LS	\$ 60,000.00	\$ 60,000.00
Site preparation for abutment construction	1	LS	\$ 40,400.00	\$ 40,400.00
structure removal	1	LS	\$ 15,000.00	
common bridge excavation	500	CY	\$ 15.00	
granular backfill / structure fill	400	CY	\$ 38.00	
stone fill channel protection	85	CY	\$ 32.00	
Footing & wingwall concrete	90	CY	\$ 700.00	\$ 63,000.00
Approach slabs	30	CY	\$ 1,000.00	\$ 30,000.00
Concrete reinforcing	9000	LB	\$ 1.55	\$ 13,950.00
3-25' rigid frames FOB job site	3	EA	\$ 85,000.00	\$ 255,000.00
Set structure by crane	2	DAY	\$ 10,000.00	\$ 20,000.00
Approach site work / restoration	1	LS	\$ 80,000.00	\$ 80,000.00
Traffic control and signage	1	LS	\$ 4,000.00	\$ 4,000.00
Erosion control and SWPPP	1	LS	\$ 3,000.00	\$ 3,000.00
QC testing program	1	LS	\$ 5,000.00	\$ 5,000.00
structure subtotal				\$ 575,600.00
contractor mobilization @8%				\$ 46,000.00
contingency @ 20%				\$ 115,100.00
survey and geotechnical program allowance				\$ 9,000.00
engineering / bidding / construction administration				\$ 105,000.00
project total				\$ 850,700.00

Cost Range: Say \$765,000 to \$850,000

Town of Exeter, NH
Linden Street and Court Street Bridges over Little River
CMA Engineers, Inc. Project # 834
July 2012

Opinion of Probable Design and Construction Costs

Clear Span Option - Linden Street	Quantity	Unit	Unit Price	Cost
Clearing and grubbing	0.25	AC	\$ 5,000.00	\$ 1,250.00
Cofferdam / dewatering system	1	LS	\$ 40,000.00	\$ 40,000.00
Site preparation for abutment construction	1	LS	\$ 35,100.00	\$ 35,100.00
structure removal	1	LS	\$ 15,000.00	
common bridge excavation	400	CY	\$ 15.00	
granular backfill / structure fill	300	CY	\$ 38.00	
stone fill channel protection	85	CY	\$ 32.00	
Footing & wingwall concrete	130	CY	\$ 700.00	\$ 91,000.00
Approach slabs	30	CY	\$ 1,000.00	\$ 30,000.00
Concrete reinforcing	13000	LB	\$ 1.55	\$ 20,150.00
precast beam superstructure	200	LF	\$ 1,540.00	\$ 308,000.00
Set structure by crane	0	DAY	\$ 10,000.00	\$ -
Approach site work / restoration	1	LS	\$ 65,000.00	\$ 65,000.00
Traffic control and signage	1	LS	\$ 4,000.00	\$ 4,000.00
Erosion control and SWPPP	1	LS	\$ 3,000.00	\$ 3,000.00
QC testing program	1	LS	\$ 5,000.00	\$ 5,000.00
structure subtotal				\$ 602,500.00
contractor mobilization @8%				\$ 48,200.00
contingency @ 20%				\$ 120,500.00
survey and geotechnical program allowance				\$ 9,000.00
engineering / bidding / construction administration				\$ 170,000.00
project total				\$ 950,200.00

Cost Range: Say \$860,000 to \$950,000

Town of Exeter, NH
Linden Street and Court Street Bridges over Little River
CMA Engineers, Inc. Project # 834
July 2012

Opinion of Probable Design and Construction Costs

Clear Span Option - Court Street	Quantity	Unit	Unit Price	Cost
Clearing and grubbing	0.25	AC	\$ 5,000.00	\$ 1,250.00
Cofferdam / dewatering system	1	LS	\$ 50,000.00	\$ 50,000.00
Site preparation for abutment construction	1	LS	\$ 35,100.00	\$ 35,100.00
structure removal	1	LS	\$ 15,000.00	
common bridge excavation	400	CY	\$ 15.00	
granular backfill / structure fill	300	CY	\$ 38.00	
stone fill channel protection	85	CY	\$ 32.00	
Footing & wingwall concrete	130	CY	\$ 700.00	\$ 91,000.00
Approach slabs	30	CY	\$ 1,000.00	\$ 30,000.00
Concrete reinforcing	13000	LB	\$ 1.55	\$ 20,150.00
precast beam superstructure	300	LF	\$ 1,540.00	\$ 462,000.00
Set structure by crane	0	DAY	\$ 10,000.00	\$ -
Approach site work / restoration	1	LS	\$ 80,000.00	\$ 80,000.00
Traffic control and signage	1	LS	\$ 4,000.00	\$ 4,000.00
Erosion control and SWPPP	1	LS	\$ 3,000.00	\$ 3,000.00
QC testing program	1	LS	\$ 5,000.00	\$ 5,000.00
structure subtotal				\$ 781,500.00
contractor mobilization @8%				\$ 62,500.00
contingency @ 20%				\$ 156,300.00
survey and geotechnical program allowance				\$ 9,000.00
engineering / bidding / construction administration				\$ 190,000.00
project total				\$ 1,199,300.00

Cost Range: Say \$1,100,000 to \$1,200,000

Town of Exeter, NH
 Linden Street and Court Street Bridges over Little River
 CMA Engineers, Inc. Project # 834
 July 2012

Opinion of Probable Design and Construction Costs

Invert Lining Option - Linden Street	Quantity	Unit	Unit Price	Cost
Cofferdam / dewatering system	1	LS	\$ 15,000.00	\$ 15,000.00
Invert lining with reinforced concrete	2	LS	\$ 70,000.00	\$ 140,000.00
structure subtotal				\$ 155,000.00
contractor mobilization @8%				\$ 12,400.00
contingency @ 20%				\$ 31,000.00
engineering / bidding / construction administration				\$ 18,000.00
project total				\$ 216,400.00

Cost Range: Say \$195,000 to \$215,000

Invert Lining Option - Court Street	Quantity	Unit	Unit Price	Cost
Cofferdam / dewatering system	1	LS	\$ 20,000.00	\$ 20,000.00
Invert lining with reinforced concrete	3	LS	\$ 70,000.00	\$ 210,000.00
structure subtotal				\$ 230,000.00
contractor mobilization @8%				\$ 18,400.00
contingency @ 20%				\$ 46,000.00
engineering / bidding / construction administration				\$ 18,000.00
project total				\$ 312,400.00

Cost Range: Say \$280,000 to \$315,000



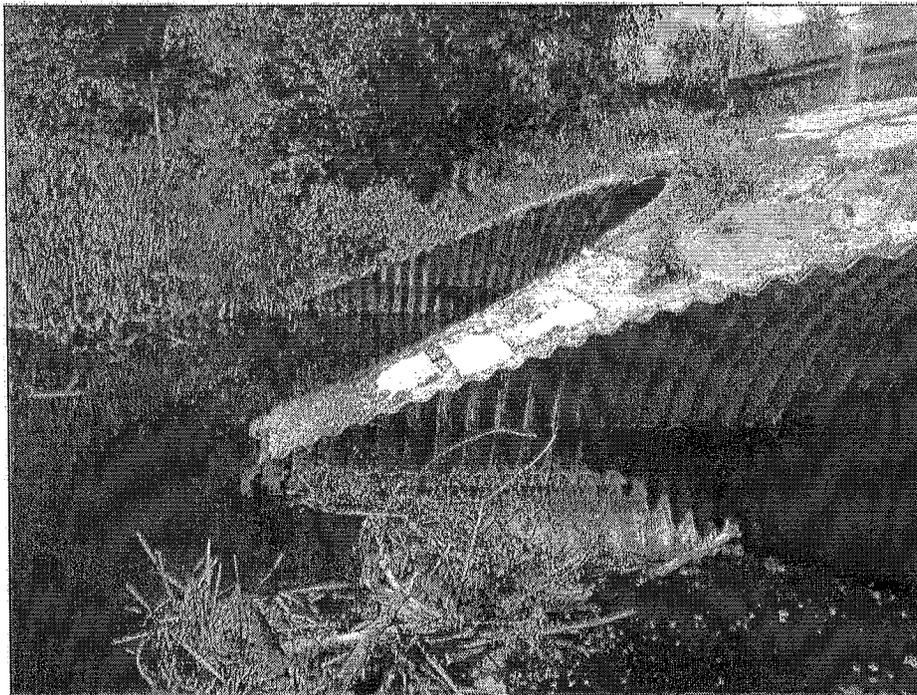
Linden Street north approach looking south (downstream is to the left)



Little River at Linden Street looking downstream



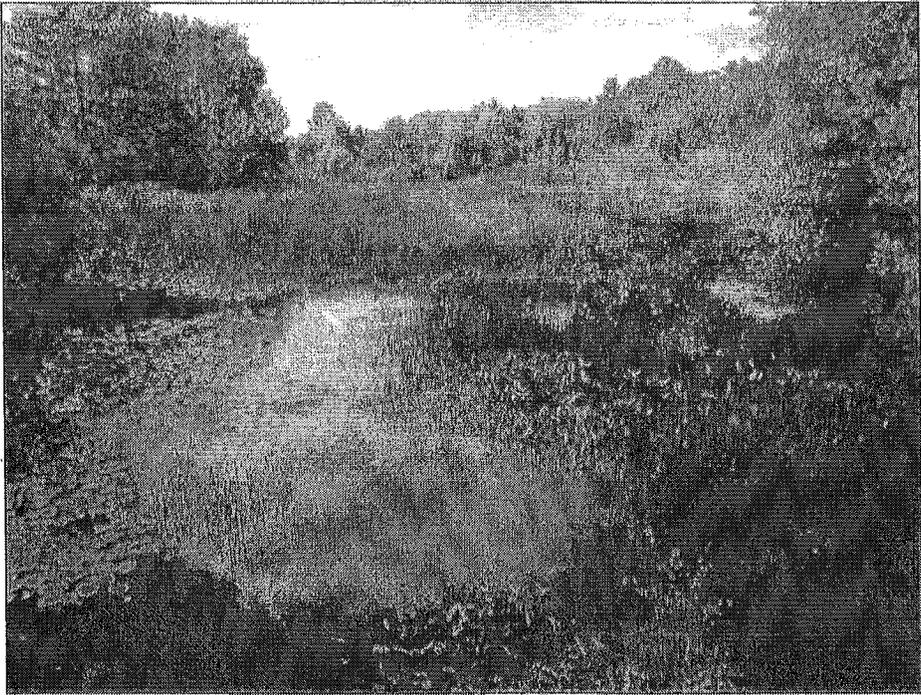
Typical headwall construction with granite and concrete infill



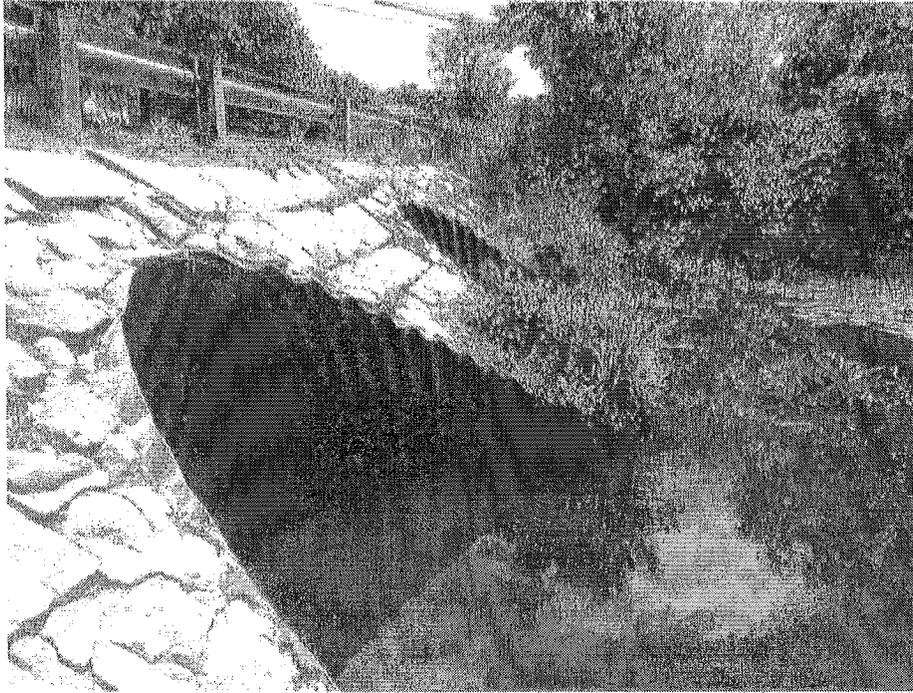
Typical culvert wall rusting with debris in the southerly culvert



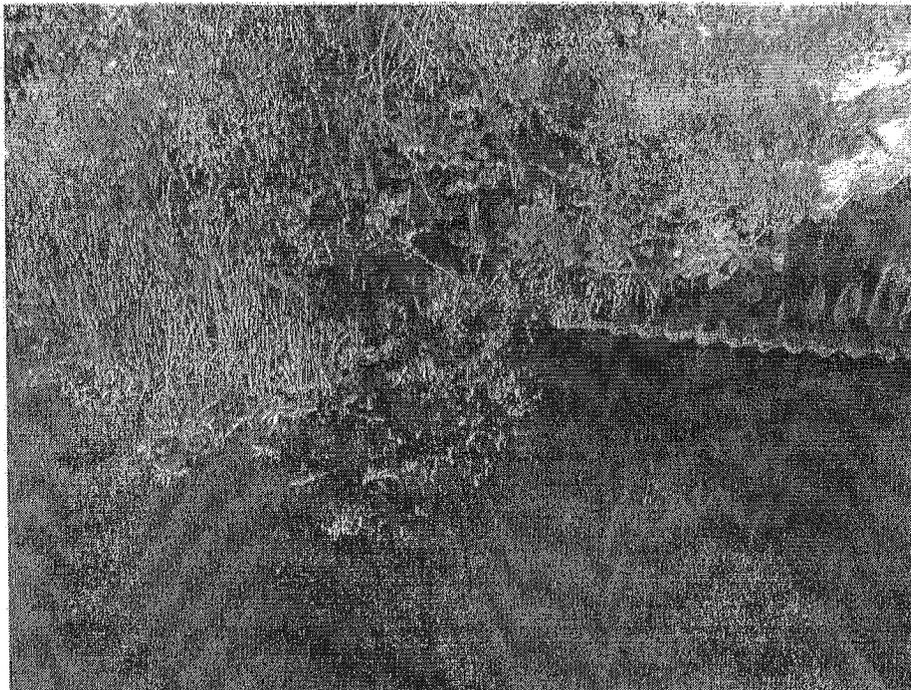
Linden Street south approach looking south (downstream is to the left)



Little River at Court Street looking upstream



Typical headwall construction with granite and concrete



Typical culvert wall rusting at northerly culvert

Town of Exeter, New Hampshire

2012 - 2017 CIP Project Request

Date Submitted:
Year Funding is Requested:

Department:
Project Title:
Contact:
Phone:
e-Mail:

Public Works - Highway
Linden Street Bridge
Jay Perkins
778 - 0594 ext. 163
jperkins@townofexeter.nh.us

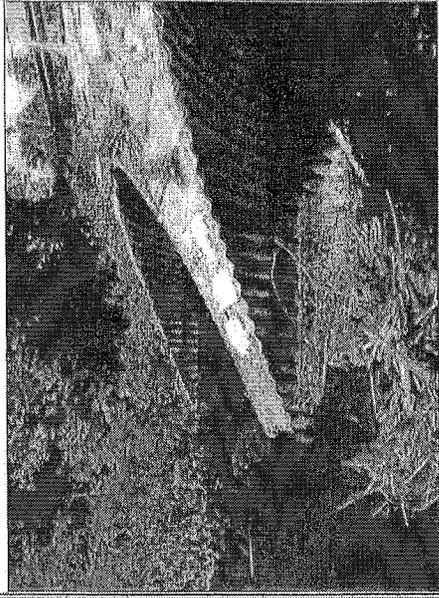
Priority (1 of 8, etc.):
Estimated Total Cost:
Estimated Useful Life (Years):
Previously Presented? (Yes/No):
When (Please give year):
Growth Related? (Yes/No):

Request Results from (✓/ all that apply):
 Reduce Long Term Operating Cost
 Continuation of Existing Project
 Reflects Master Plan
 Fed./State Action Required
 Health or Safety
 Expand Public Demand
 Reduces Liability
 Deemed Critical by Department

PROJECT DESCRIPTION, RATIONAL & OPERATING BUDGET IMPACT

Proposed (✓/ all that apply) Building Renovation, Addition, New Construction Equipment New/Replacement Real Property Acquisition Road Improvements Water/Sewer System Improvements

- General Project Description:** Replacement of the Linden Street Bridge over Little River (NH DOT BR. No. 087/062)
- Rational:** The extent and type of deterioration of the existing structure are beyond the practicable limits of cost-effective, long-term rehabilitation. The multi-culvert bridge is structurally deficient and is on the NH DOT Municipal Red List due to its poor condition.
- Operating Budget Impact:**
- Basis of Cost:** The cost estimate for the project, which includes engineering, permitting and construction of a single span replacement bridge in 2012 dollars is \$950,000.



	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
Capital Cost:							
Planning/Design/Engineering							
Land/Site Improvements							
Construction							
Equipment Cost							
Other Cost							
Totals							
Operating Budget Impact:							
Salaries/Wages							
Fringe Benefits							
Contracted Services							
Expenses							
Other Cost							
Totals							
Proposed Funding Source							
<input type="checkbox"/> General Fund (tax reb.)							
<input type="checkbox"/> Water Fund (user fees)							
<input type="checkbox"/> Sewer Fund (user fees)							
<input type="checkbox"/> Capital Reserve Fund							
<input type="checkbox"/> Impact Fee Account							
<input type="checkbox"/> Other (Grants, Special Assessment)							

Town of Exeter, New Hampshire

2012 - 2017 CIP Project Request

Date Submitted:
Year Funding is Requested:

Department:
Project Title:
Contact:
Phone:
e-Mail:

Public Works - Highway
Court Street (NH Rt. 108) Bridge
Jay Perkins
778-0591 ext. 163
perkins@town.exeter.nh.us

Priority (1 of 8, etc.):
Estimated Total Cost:
Estimated Useful Life (Years):
Previously Presented? (Yes/No):
When (Please give year):
Growth Related? (Yes/No):

Request Results from (✓ all that apply):
 Reduce Long Term Operating Cost
 Contribution of Existing Project
 Reflects Master Plan
 Fed./State Action Required
 Health or Safety
 Expand Public Demand
 Reduces Liability
 Deemed Critical by Department

PROJECT DESCRIPTION: RATIONAL & OPERATING BUDGET IMPACT

Proposed (✓ all that apply): Building Renovation, Addition, New Construction Equipment New/Replacement Real Property Acquisition Road Improvements Water/Sewer System Improvements

1. General Project Description: Replacement of the Court Street (NH Rt 108) Bridge over Little River (NH DOT BR. No. 095/063)

2. Rational: The extent and type of deterioration of the existing structure are beyond the practicable limits of cost-effective, long-term rehabilitation. The condition of the multi-culvert bridge is presently fair, but deteriorating similarly to the Linden Street and borderline to be added to the NHDOT Municipal Red List.

3. Operating Budget Impact:

4. Basis of Cost: The cost estimate for the project, which includes engineering, permitting and construction of a single span replacement bridge in 2012 dollars is \$1,200,000.



	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
Capital Cost:							
Planning/Design/Engineering							
Land/Site Improvements							
Construction							
Equipment Cost							
Other Cost							
Totals							
Operating Budget Impact:							
Salaries/Wages							
Fringe Benefits							
Contracted Services							
Expenses							
Other Cost							
Totals							
Proposed Funding Source:							
<input type="checkbox"/> General Fund (tax rate)							
<input type="checkbox"/> Water Fund (user fees)							
<input type="checkbox"/> Sewer Fund (user fees)							
<input type="checkbox"/> Capital Reserve Fund							
<input type="checkbox"/> Impact Fee Account							
<input type="checkbox"/> Other (Grants, Special Assessment)							

<u>2013 CIP Project List</u>									
<u>Project</u>	<u>Amounts</u>	<u>Fund</u>	<u>Department</u>	<u>Notes</u>					
Fire substation	2,500,000	General	Fire	300K operating budget impact per department (4 FF)					
Portsmouth Avenue Water/Sewer Line Repl	1,120,000	Water/Sewer	Water/Sewer	Water/Sewer Bond - part of Ports Avenue project					
Replace Ladder 1	880,250	General	Fire	Replace 1994 Ladder Truck					
Supplemental Paving	500,000	General	Highway	Capital - Operating Budget/Warrant Article					
Linden Street/Court Street Culverts	150,000	General	DPW - Engineering	Total project is 1,630,000 for both culverts/bond issue					
PS Complex Boilers	110,957	General	DPW - Maintenance	Capital outlay					
String Bridge	100,000	General	DPW - Engineering	design only - DOT 80% funding					
WWTF Plan Continuation	50,000	Sewer	Sewer	part of WWTP design/planning					
Exterior Painting Parks/Recreation Building	40,000	General	Parks/Rec	Capital outlay					
Raynes Farm Improvements	30,000	General	Conservation	Capital outlay - roof replacement					
Vehicles Equipment									
Sewer Vactor Truck	393,129	Sewer	Water/Sewer	Lease/Purchase					
Fire Alarm Truck	142,156	General	Fire						
Replace #31 Dump Truck	132,109	General	DPW - Highway						
Water/Sewer Multi Response Truck	43,063	Sewer	Sewer Fund	2001 model replacement					
Utility 1 Replacement	29,585	General	Fire						
Replace 1 Ton Truck	25,500	General	Parks/Recreation	2001 model replacement					
Replace Electrician Van	22,600	General	DPW - Maintenance						
Car #54 replace with Ford Escape	21,994	General	DPW - Admin	Consider Jeep model					
Car #1 with Ford Escape	21,994	General	DPW - Admin	Consider Jeep model					
Fire Chief Car Replacement	17,875	General	Fire	move to budget under 25K					
*2012 vehicle replacement budget in general fund is \$407K including police cruisers and current lease/purchases									

**Town of Exeter
Budgeted Leases/Vehicles
Approved for 2012 Budget**

01-4194-0117-7301	GG- CO - Leases	<u>117,432</u>	Engine 2 and Engine 3 Lease
01-4194-0117-7420	GG- CO - Vehicles	62,400	2 Police Patrol Cruisers \$62.4k;
		45,300	One Ton Dump #52 \$45.3k
		147,600	Sidewalk Tractor #58 \$147.6k
		16,900	Pickup Truck #5 \$16.9k
		18,000	Fire Inspection Vehicle
		<u>290,200</u>	
02-4900-0627-7420	CO- Capital Outlay - Vehicle	<u>26,000</u>	Replace 1998 half-ton with 3/4 ton pickup w/lift gate (#14)
03-4902-0637-7420	CO- Capital Outlay - Vehicle	<u>30,000</u>	3/4 Ton Truck with plow

POLICY CONCERNING THE SEAL OF THE TOWN OF EXETER

RSA 31:93 indicates that: “[E]very town shall provide for the use of its town clerk an official seal, bearing the name of the town and the date of its incorporation, and of such general design as may be approved by the selectmen thereof. Papers issued from the office of the town clerk may be attested therewith.”

The Town of Exeter has produced a seal which graphically represents the municipality and is inclusive of the name of the Town of Exeter and the information that Exeter was settled in 1638 and was incorporated in **XX?**.

As part of its statutory responsibility, the Town has an embossing seal which is used on certain official documents. This embossing seal is in possession of the Town Clerk as required by RSA 31:93.

Beyond this embossing seal, the Board of Selectmen has authorized the Town seal to be used for a number of official municipal purposes. These uses include, but may not be limited to:

- ❖ Letterhead and envelopes for various Town officials, boards and commissions
- ❖ Business cards for various Town officials
- ❖ Checks issued by the Town of Exeter
- ❖ Publication of the Annual Report of the Town of Exeter
- ❖ Publication of various regulations and ordinances of the Town of Exeter
- ❖ Within the department logos of the Exeter Fire Department and the Exeter Police Department
- ❖ As seals appearing on vehicles owned by the Town of Exeter such as fire trucks and police cruisers
- ❖ As an identifier on the official Town of Exeter website
- ❖ On the official ballot used for Town of Exeter and Exeter School District elections
- ❖ On mailers and information published for the First and Second Sessions of the Exeter Town Meeting and Exeter School District Meeting
- ❖ Identifying clothing that is worn by Town of Exeter officials or personnel.

The seal of the Town of Exeter is intended to only be used for official business of the Town of Exeter, its officials, departments, boards and commissions.

The design, arrangement, presentation and layout of this seal is the property of Town of Exeter, NH and may be used only for official use by the Town of Exeter as outlined in this policy.

No other use of the Town seal is permitted without prior written permission from the Exeter, NH Board of Selectmen.

The Town reserves the right to take appropriate legal action to remedy any unauthorized use of the Town of Exeter seal, including but not limited to, seeking injunctive relief, costs and attorney's fees in the Superior Court.

Adopted by the Board of Selectmen the _____ day of _____, 2012.

Matt Quandt, Chairman

Don Clement, Vice-Chairman

Daniel W. Chartrand, Clerk

Julie Gilman

Frank Ferraro

EXETER BOARD OF SELECTMEN

Received and recorded this _____ day of _____, 2012

Andrea Kohler, Town Clerk

SCOPE OF WORK *REVISED 08-08-2012*

The successful contractor shall provide all labor, materials and equipment to remove the existing slate in a manner conducive to gain the largest percentage of salvageable roof slate attainable. The salvaged slate shall be supplemented with additional Monson slate of equal condition, color, and size to be re-installed on the building roof. Work shall consist of removal and salvage of existing roof slate to facilitate the replacement of all underlying copper flashing, and replacement of all valleys and ridges. Slate will be removed within 3 feet either side of the roof valleys, ridges, and 4' of lower roof edges. Replace 30 lbs. felt paper, install ice & water shield in all valleys extending three feet up-rafter on each side of the valley center, and 4' of lower roof edges. Replace all copper flashings with 20 oz. cold rolled natural copper with 4lbs. Red Rosin paper under all copper details. Replace all copper gutters & downspouts, ridge cresting, and chimney flashing as listed in the specification package. The contractor shall provide a warranty for the entire roof upon completion of the project. All slate roof areas deemed sound shall be inspected and repaired as necessary to provide the full extent of the warranty. Separate the turret roof as a line item for individual cost.

The contractor shall be responsible for cleanliness of the site, and all construction debris removal pertaining to the assigned work. The contractor shall accommodate the continuous operation of the Exeter Historical Society. All work to be in complete accordance with sound construction practice in conformance with the attached specifications

FULMER ASSOCIATES
BUILDING EXTERIOR CONSULTANTS LLC

July 20th, 2012

Mr. Kevin Smart
C/o Exeter Public Works Dept.
13 Newfields Rd.
Exeter, NH 03833

POST-BID MEMORANDUM:
**Recommendations for project scope and budget, for the slate roof replacement
on the Exeter Historical Society Building, Exeter NH.**

Dear Mr. Smart,
Contractor bids for the slate roof replacement on the Exeter Historical Society building are listed below in descending order as follows:

1. Crocker Architectural Sheet Metal. Co., Inc.
129 Southbridge Road,
North Oxford, Ma. 01537
Bid \$ 268,000.00.

2. Mahan Slate Roofing Company Inc.
P.O. Box 2860
Springfield, Ma. 01101
Bid \$254,750.00.

3. The Heritage Company
P.O. Box 71,
545 Main Street
East Waterboro, Me 04030
Bid \$237,070.00.

4. A.W. Therrien Co., Inc.
199 Hayward Street
Manchester, NH 03103
Bid \$209,094.00.

SUMMARY:

The Town of Exeter has established the budget for this project at \$99,000.00 for 2012. This budget amount was established when it was believed that the scope of work would only

require replacement of the flashing details and any broken or missing slate. The source of the information was one of the bidding contractors. The results of subsequent forensic roof inspections by Fulmer Associates LLC, revealed that the roof underlayment is in poor condition and requires 100% replacement. In addition, the roof sheathing requires spot repairs and re-nailing. Consequently, it is necessary to remove all roofing slate to facilitate this scope of work. As a result, the contractor bids exceeded the established project budget of \$99,000.00. The total project cost based on the scope of work described in the project documents, should be approximately \$250,000.00 according to current industry pricing.

RECOMMENDATIONS:

1. Bid Evaluation:

Contractor bids #1 and #4 are inconsistent with current industry pricing. Bid #1 is \$18,000.00 above the median project cost estimate and bid #4 is \$40,906.00 below the median project cost estimate. It is the recommendation of this firm to remove bids #1 and #4 from award consideration.

Bid #2 is \$17,680.00 above bid #3. Contractor #2 is located at a distance from the project that requires them to obtain local accommodations for their crews. Without the added expense of travel "room and board", contractors #2 and #3 would be very close in their pricing.

2. Project Scope Redevelopment:

Based on the available budget of \$99,000.00 for 2012, we make the following recommendations:

Contact contractors #2 and #3 and establish a post-bid meeting with both parties. Disclose the 2012 budget number of \$99,000.00 and request that each contractor re-submit their bid, outlining the extent of work that they could complete for \$99,000.00, based on the existing project documents and specifications. The balance of the work could then be completed next year (2013) by the contractor awarded the work in 2012. The exact scope of work should be clearly defined and listed in the project contract documents.

This firm is familiar with both contractor #2 and #3 and recommends both as capable and reliable contractors.

Sincerely,

Robert Fulmer, Principal
Fulmer Associates,
Building Exterior Consultants LLC.

**THE STATE OF NEW HAMPSHIRE
JUDICIAL BRANCH
NH CIRCUIT COURT**

10th Circuit - Probate Division - Brentwood
PO Box 789
Kingston NH 03848-0789

Telephone: (603) 642-7117
TTY/TDD Relay: (800) 735-2964
<http://www.courts.state.nh.us>

NOTICE OF DECISION

**TOWN OF EXETER
10 FRONT STREET
EXETER NH 03833**

Case Name: **Joanna Pellerin, Trustee of Gilman Park Trust v. Attorney General of the State
of New Hampshire (Director of Charitable Trusts), et al.**
Case Number: **318-2011-EQ-00477**

On August 15, 2012, Judge Peter G. Hurd issued orders relative to:

Motion to Amend Petition - Granted

Proposed Order - Granted
(copy attached)

Any Motion for Reconsideration must be filed with this court by August 25, 2012. Any appeals to the Supreme Court must be filed by September 14, 2012.

August 15, 2012

Cheryll-Ann Andrews
Clerk of Court

C: Joanna Pellerin; Katherine B. Miller, ESQ; Charitable Trusts Unit; Donna Gilman; Roberta C Gilman-Goad; Cheryl L. Gilman-White; Edward Gilman; Laura Spector, ESQ; Anthony I. Blenkinsop, ESQ

THE STATE OF NEW HAMPSHIRE

ROCKINGHAM, SS.

10th CIRCUIT – PROBATE DIVISION - BRENTWOOD

JOANNA PELLERIN, TRUSTEE OF GILMAN PARK TRUST

v.

ATTORNEY GENERAL OF THE STATE OF NEW HAMPSHIRE, ET AL.

CASE NO. 318-2011-EQ-00477

PROPOSED ORDER

That the Court, upon review of the record and having considered the Petition and Exhibits, the Assents of the Gilman heirs, the Attorney General, and the Town of Exeter, the Motion to Amend Petition, and the lack of objection by any other party, enters the following order:

1. That the Motion to Amend Petition of the Trustees of Gilman Park be granted;
2. That the Trustees of Gilman Park be authorized to convey the subject property to the Town of Exeter, subject to restrictive covenants held by Southeast Land Trust of New Hampshire, in substantially the form requested in Exhibit E to the Petition;
3. That the Trustees of Gilman Park be authorized to pay the sum of Six Thousand Five Hundred Dollars (\$6,500.00) to the Southeast Land Trust of New Hampshire for a stewardship fund, to be used in common with other stewardship funds received for easements on other properties, to be used to enforce the restrictive covenants, if necessary;
4. That the Trustees of Gilman Park be authorized to donate to the Trustees of the Town Trust Funds for the Town of Exeter the remaining funds of the Trust, after the costs of this

2011 SEP 24 10 52 AM

Town Facilities / Permits
August 20 - September 10, 2012

Date	Event Hours	Length of Rental	Facility/Permit	Group/Purpose
8/31& 9/1	8/31 from 8-5	two days for set up	Town Hall	UFO Festival
9/8 & 9/9		two days	Town Hall	Taoist Tai Chi Society of the USA



Application for Use of Town Facility

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833

Faxed #: 603-772-4709 or emailed: twmMgr@town.exeter.nh.us

Facility Requested: Town Hall (Main Floor) Town Hall Stage Bandstand

Representative Information:

Name: "Sandy" Martin Address: 127 Water Street
Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822
Email: sandym@mte.com Date of Application: 8-14-12

Organization Information:

Name: Seacoast Idol Address: 127 Water Street
Town/State/Zip: Exeter, NH 03833 Phone: 603-778-0822

Reservation Information:

Type of Event/Meeting: Practice/Staging/Event location due to weather Date: October 19, 20+21, 2012
Times of Event: 6 AM on (CTBD) Times needed for set-up/clean-up:
of tables: (CTBD) # of chairs: (CTBD)
List materials being used for this event: Sound equipment and some fixtures & furniture
Will food/beverages be served? ^{only} outside Description: Soft drinks/light fare

Requirements: We respectfully request a waiver due to Non-profit use.

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 acceptably cleaned, the deposit fee will be returned to 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 \$75.00 per day, a payment of \$250 may be required for use of main floor and stage for more than a single day. You may request a waiver of the rental fee in writing.

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: 8-14-12

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

Office Use Only:

Liability Insurance: On file In-process Will receive by _____

Fee: Paid Will pay by _____ Non-profit fee waiver requested



State of New Hampshire Department of Safety

John J. Barthelmes, Commissioner

Earl M. Sweeney, Assistant Commissioner

Homeland Security and Emergency Management

Christopher M. Pope, Director

Steven H. Temperino, Assistant Director



July 31, 2012

Brian Comeau, Director
Exeter Emergency Management
20 Court Street
Exeter, NH 03833

Dear Director Comeau:

In accordance with RSA 107-B, the Commissioner of Safety has determined that the allocation of funds to support the Radiological Emergency Response Plan (RERP) in Exeter for the State of New Hampshire Fiscal Year 2013 (July 1, 2012-June 30, 2013) is \$23,508.44. (Details are on attachment.)

These funds are available in order to cover the incremental costs incurred by Exeter associated with maintaining/improving an emergency preparedness capability commensurate with the requirements of the New Hampshire RERP and RSA 107-B. A breakdown of this allocation of funds by program activity area is attached.

We also note that services and equipment are provided directly by NH Homeland Security and Emergency Management (HSEM) to Exeter to support, protect and enhance the response capability of Exeter emergency responders.

We look forward to continue working with you in developing an annual work plan and associated performance schedule to address the preparedness requirements of Exeter in support of the New Hampshire RERP. Your Field Representative and the staff of the Technological Hazards Section at HSEM stand ready to assist you and your emergency management team with the activities associated with your role and responsibilities as an important partner in the Offsite Response Organization (ORO). The Annual Briefing Book also has information that will be helpful in the development and carrying out of your annual REP work plan.

Office: 110 Smokey Bear Boulevard, Concord, N.H.
Mailing Address: 33 Hazen Drive, Concord, N.H. 03305
603-271-2231, 1-800-852-3792, Fax 603-223-3609
State of New Hampshire TDD Access: Relay 1-800-735-2964

Brian Comeau, Director
Page 2
July 31, 2012

As a participant in the Radiological Emergency Response Plan, the following program areas must be specifically addressed in the annual work plan:

- Revision and update of the Radiological Emergency Response Plan, procedures, and contact information. (Please remember to submit your new Local REP Plan to HSEM for review and approval, if you have not already done so.) Revision 14 (or any other previous revision) is no longer valid.
- Assignment and training of emergency response organization staff.
- Scheduling of and participation in emergency response training, tests, drills and exercises.
- Inventory of emergency response equipment and supplies, equipment operability checks, maintenance and replacement.
- Review, update and distribution of emergency public information, maps and supporting documents.

Please contact your assigned Field Representative or Diane Becker, Chief, Technological Hazards Section, at HSEM (603-223-3616) if you have any questions concerning this allocation.

Thank you.

Sincerely,



Christopher M. Pope
Director



Steven H. Temperino
Assistant Director

CMP/SHT/dpm

Enclosure

cc: Matthew Quandt, Chairman, Board of Selectman
Russell Dean, Town Manager, Town of Exeter ✓

Attachment: Exeter 2013 SS RERP Assessment Allocation

Fiscal Year 2013 allocation of funds pursuant to RSA 107-B for Exeter to support participation and preparedness in the New Hampshire Radiological Emergency Response Plan for Seabrook Station:

Total Amount Allocated: \$23,508.44

Allocation Breakdown:

- Facilities & Equipment:
 - Inventories \$1,863.36
 - Training:
 - Courses \$13,932.00
 - Administration:
 - Plan administration & updating, recordkeeping \$6,513.08
 - Consumables \$1,200.00
- Total: \$23,508.44

NH RSA 107-B: The NHRERP Program is a **reimbursement program**. In order for your community to receive the allocated funding, you must submit a request for reimbursement of the allowable expenses under this program accompanied by appropriate documentation. ** SEE BELOW.

- **Submissions for reimbursement should occur soon after an expense is incurred and/or on a regular, i.e., monthly or quarterly basis,** to NH Homeland Security and Emergency Management (HSEM).
- Funds expended beyond the budgeted amount for the year will **NOT** be reimbursed unless otherwise approved by Chief of Tech Hazards, **IN ADVANCE**.
- Reimbursement for expenses cannot be carried forward into the next fiscal year.
- Reimbursements cannot be transferred from one category to another without **prior** approval from the Chief of Tech Hazards. Equipment cannot be purchased unless requested and approved through your request.

The State fiscal year runs from July 1 to June 30 of each year. Billings for reimbursement must be received by **HSEM on or before June 1**. Exceptions for those year-end expenditures which occur during the month of June should be discussed with HSEM prior to the commitment of funds.

Attachment: Exeter 2013 SS RERP Assessment Allocation

With respect to a municipality's ability to accept and expend unanticipated funds beyond the municipal budget cycle, municipalities should consider the adoption of NH RSA 31:95-B, which allows Selectmen to accept and expend unanticipated funds.

****** IMPORTANT NEW INFORMATION**

****** REQUIRED DOCUMENTATION FOR REIMBURSEMENT:**

The State of New Hampshire, in conjunction with HSEM, will be issuing a new briefing book which will contain new documentation required for reimbursement. The new documentation will clearly describe the request for reimbursement letter content, the requested presentation of your supporting documentation and the State's acceptable forms of required proof of payments. This may include copies of cancelled checks, etc. Please notify or forward this important information to your town's finance officer or office. We appreciate your cooperation regarding this matter:

THANK YOU.



MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

102 Perimeter Road
Nashua, NH 03063-1301
Tel (603) 882-1111 • Fax (603) 882-9456
www.melansonheath.com

August 2, 2012

Mr. Russell Dean
Town Manager
Town of Exeter
10 Front Street
Exeter, New Hampshire 03833

Dear Mr. Dean,

We are pleased to confirm our understanding of the nature and limitations of the services we are to provide for the Town of Exeter, New Hampshire.

We will apply the agreed-upon procedures, which are described below, with respect to the turnover in the Town Treasurer's position. Our engagement to apply agreed-upon procedures will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of the procedures is solely the responsibility of those parties specified in the Agreed-Upon Procedures report. Consequently, we make no representations regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose. If for any reason, we are unable to complete the procedures, we will describe any restrictions on the performance of the procedures in our report, or will not issue a report as a result of this engagement.

We are prepared to perform the following agreed-upon procedures for the cash reconciliation records maintained by the Town Treasurer of Exeter, New Hampshire:

1. Interview the Town Treasurer and Staff Accountant for the purpose of documenting the cash reconciliation procedures.
2. Evaluate the effectiveness of internal controls and completeness of records.
3. Test the Town Treasurer's bank account reconciliations as of June 30, 2012 for accuracy, reasonableness, and compliance with internal control procedures.

Additional Offices:

Andover, MA • Greenfield, MA • Ellsworth, ME • Manchester, NH

Because the agreed-upon procedures referred to above do not constitute an examination in accordance with U.S. generally accepted auditing standards, we will not express an opinion on the financial statements of the Town of Exeter, New Hampshire. In addition, we have no obligation to perform any procedures beyond those listed in this agreement.

We will submit the report with our findings and the test results, listing the procedures performed. This report is intended solely for the use of the Town of Exeter, New Hampshire and should not be used by anyone other than the specified parties. Our report will contain a paragraph indicating that had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

Our engagement cannot be relied upon to disclose errors, irregularities, or illegal acts, including fraud or defalcations that may exist. However, we will inform you of any material errors, irregularities or illegal acts that come to our attention.

Our fee will be based on actual time at our hourly rates which range from \$ 60 to \$ 210 per hour, and will not exceed \$ 3,500. If we encounter unusual activity that we believe would warrant additional procedures, we will discuss it with you prior to incurring additional costs.

We appreciate the opportunity to assist you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us. If the need for additional procedures arises, our agreement with you will need to be revised. It is customary for us to enumerate these revisions in an addendum to this letter. If additional specified parties of the report are added, we will require that they acknowledge in writing their responsibility for the sufficiency of procedures.

Sincerely,

Melanson, Heath + Company P.C.

Melanson Heath and Company, P.C.
Certified Public Accountants


Accepted for the Town of Exeter, New Hampshire



568 Portsmouth Avenue • P.O. Box 676 • Greenland, NH 03840 • Phone/Fax 603.436.4989 • www.newgennh.org

August 3, 2012

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

Dear Mr. Dean,

I want to thank the Town of Exeter for its recent \$500 quarterly payment towards the \$2,000 funding approval received by New Generation. As you know, we are a homeless shelter for pregnant and newly parenting women and their babies located in Greenland, New Hampshire. Support from the Town of Exeter helps to provide shelter, transitional housing, case management, parenting education, life-skills coaching, and transportation to homeless pregnant and newly parenting women and their infants in need.

Since 1987, we have served over 407 women and 268 babies. Each woman and child we serve gets the individual attention they deserve, to help empower them to achieve success and happiness in their lives. But don't take my word for it – as one of our former residents describes, *“New Generation is exactly what it sounds like – a new generation coming into this world. And if you want a second chance to make life better, this would be your opportunity.”*

On behalf of the women and children we serve, thank you for your commitment to helping those less fortunate in our community. To learn more about New Generation, please visit us at www.newgennh.org or follow us at www.facebook.com/newgenerationshelter. And please do not hesitate to contact me directly at (603) 436-4989 or director@newgennh.org if you have questions or comments, or would like to tour our facility.

Warmly,

Jennifer Bisson
Executive Director

11 **FOR YOUR TAX INFORMATION** 11
11 Tax ID# 02-0409655 11
11 No goods or services of any kind were provided in exchange for this gift. 11
11 Amount: \$500 11
11 Check Date: July 20, 2012 11
11 Check #: 16550 11



August 6, 2012

Matthew Quandt
Board of Selectmen, Town of Exeter
10 Front Street
Exeter, NH 03833

Dear Mr. Quandt:

Pursuant to RSA 51:2 & 4, each town is required to perambulate the town bounds once every seven years. According to our records, perambulation has not been performed between the Town of East Kingston and Exeter since 2005.

The Town of East Kingston would like to schedule a date to perform this task with you. Please have your representative contact our Town Office Manager, Cheryll Hurteau or Conservation Commission Chairman, Dennis Quintal at 642-8406 to schedule a convenient date and time.

Thank you for your cooperation and assistance to comply with the RSA.

Sincerely,

Richard S. Poelaert

Mark A. Cook

Matthew B. Dworman

Christine J. Davis
10 Woodlawn Circle
Exeter NH, 03833

August 9, 2012

Dear Russ:

I am writing to submit my letter of resignation from the Exeter Economic Development Commission. I have recently accepted the position of Economic Development Manager for the city of Somersworth and unfortunately my new position won't allow me to continue with the EDC.

As an Exeter resident I remain committed to the betterment of our community and welcome any questions in regards to economic development that arise.

I have thoroughly enjoyed my time spent with the committee and hope that my contributions helped propel the mission and goals of the committee forward.

Thank you for allowing me to serve on the committee and I look forward to working with you as a colleague in local government.

Sincerely,

C J Davis

Christine J. Davis



TOWN OF EXETER

10 FRONT STREET

EXETER, NH 03833-2792

www.exeter.town.nh.us

August 9, 2012

Jeff Bertrand, Director of Facilities
River Woods
7 River Woods Drive
Exeter, NH 03833

Ref: Cloth Materials Clogging Town Sewage Lift Station

Dear Jeff:

For some time the Town has been experiencing unscheduled overtime and near sanitary sewer overflows (SSOs) at its River Woods Drive sewage lift station due to large pieces of cleaning cloth and assorted linen items clogging the two pumps. On Wednesday, August 1st, we discussed the situation and how the Ridge incorporates a sewer grinder (aka Muffin Monster) to prevent the same problem. On Monday, August 6th, John Isabel (River Woods Technician) met with the Town wastewater operators and I to inspect the two grease interceptors and various manholes. We found the two interceptors to be well maintained but there was evidence of much cloth material present and found to be traveling through them. It was mutually agreed that there was not an acceptable location for a muffin monster on your property but that the Town station site (just upstream of manhole# 490) would work well.

I propose that you install a muffin monster at the Town lift station as the Ridge does at their lift station. You are susceptible to receive an industrial discharge permit (IDP) issued by NHDES and the Town jointly, requiring pretreatment should the problem persist. However, you have been very cooperative and sincere in your discussions to resolve the problem so an IDP can be avoided if we can agree upon a schedule and agreement. Please contact me at your convenience, Ph: 773-6165, email: mjeffers@town.exeter.nh.us

Sincerely,

Michael Jeffers,
Water/Sewer Managing Engineer

Cc: Paul Vlasich, PE, Acting DPW Director
Russell Dean, Town Manager

PUBLIC WORKS DEPARTMENT

13 NEWFIELDS ROAD

(603) 773-6157

FAX (603) 772-1355



Russ Dean <rdean@town.exeter.nh.us>

"Delayed & Deferred Municipalities" Status Update (August, 2012)

Timothy Fortier <tfortier@nhlgc.org>

Wed, Aug 15, 2012 at 4:57 PM

To: Aaron Costa <acosta@ci.keene.nh.us>, Anthony Davis <marlowtownoffice@myfairpoint.net>, Barbara Miller <bmillier@grantwritingresource.com>, "Barry Brenner (bbrenner@seabrooknh.org)" <bbrenner@seabrooknh.org>, Ben Moore <bfmoore@comcast.net>, Bill Herman <townadmin@townofauburnnh.com>, Bill Hounsell <wjhounsell@roadrunner.com>, Bradley Benson <bradbenson@ci.derry.nh.us>, Brendan Kelly <adavis@seabrooknh.org>, Bruce Berry <bberry@amherstnh.gov>, Bruce Bowler <bowlerb@comcast.net>, Bruce Temple <btemple@claremontnh.com>, Chip Chesley <cchesley@concordnh.gov>, Christina Hall <Christina.Hall@lebcity.com>, Craig Dunning <craig@concordha.com>, Daniel Fitzpatrick <dan.fitzpatrick@rochesternh.net>, Danielle Shuler <dshuler@cvillagefd.com>, David Allen <dsallen@cityofportsmouth.com>, David Alukonis <david.j.alukonis@bc.edu>, David Bernier <dbernier@ncwpmh.org>, David Ford <wolfdpw@metrocast.net>, David Owen <wolftwnmgr@metrocast.net>, David Stack <townmgr@bow-nh.gov>, Dean Shankle <dshankle@hooksett.org>, Dean Trefethen <d.trefethen@dover.nh.gov>, Dennis Pavlicek <townadmin@newburynh.org>, Don MacIsaac <dmacisaac@myfairpoint.net>, Donna Long <donna@newburynh.org>, Donnalee Lozeau <lozeaud@nashuanh.gov>, Doug Steele <d.steele@dover.nh.gov>, Edward Wojnowski <ewojnowski@newmarketnh.gov>, Eileen Cabanel <ecabanel@merrimacknh.gov>, Elizabeth Fox <efox@ci.keene.nh.us>, Frank Rodimon <piermont.highway@gmail.com>, Frank Underwood <fgu@underwoodengineers.com>, "Fred Moody (fmoody@townoflittleton.org)" <fmoody@townoflittleton.org>, Fred Welch <fwelch@town.hampton.nh.us>, Gary R Chandler <gary.lbwp@hotmail.com>, Gina Paight <gp@marlboroughnh.org>, Greg Lewis <greg.lewis@lebcity.com>, Gregory Dodge <administrator@townofpepping.com>, Guy Santagate <citymanager@claremontnh.com>, Harold Booth <unity_dpw@surfglobal.net>, Harold Judd <hjudd@acciongroup.com>, James O'Mara <jomara@amherstnh.gov>, James Sullivan <jsullivan@hooksett.org>, Janine Bean <janineeliza@gmail.com>, Jason Tardiff <jtardiff@allentown.org>, Jeanne LaBrie <selectman@townofjaffrey.com>, Jennifer Perry <jperry@town.exeter.nh.us>, Jill Collins <hinsdale.nh@myfairpoint.net>, Joe Quirk <themajestictheatre@hotmail.com>, Joe Titone <jtitone@seabrooknh.org>, John Anderson <johnanderson@ci.derry.nh.us>, John Bohenko <jpbohenko@cityofportsmouth.com>, John MacLean <jmaclean@ci.keene.nh.us>, John Starkey <jmstarkey@seabrooknh.org>, John Stetser <john@hillsboroughnh.net>, Julia Griffin <julia.griffin@hanovernh.org>, Karen Falcone <ksott@comcast.net>, Keith Hickey <khickey@ci.salem.nh.us>, Keith Noyes <knoyes@town.hampton.nh.us>, Keith Pratt <kpratt@underwoodengineers.com>, Kenneth Paul <kpaul@wakefieldnh.com>, Kevin Burns <kburns@hudsonnh.gov>, Kurt Blomquist <kblomquist@ci.keene.nh.us>, Lawrence Konopka <evien@metrocast.net>, Leo Lessard <llessard@hooksett.org>, Lisa Fauteux <fauteuxl@nashuanh.gov>, Margaret Arn <peggya@wiltonnh.org>, Matthew Quandt <mjqquandt@comcast.net>, Melodie Esterberg <melodie.esterberg@rochesternh.net>, Michael Capone <townadmin@townofbristolnh.org>, Michael Faller <mfaller@meredithnh.org>, Michael Fowler <mikefowler@ci.derry.nh.us>, Michael Hartman <mhartman@townofjaffrey.com>, Michael Perreault <mperreault@berlinnh.gov>, "Mike

Joyal (m.joyal@dover.nh.gov)" <m.joyal@dover.nh.gov>, Mike Lavalla <mike.lavalla@lebcity.com>, Nancy Brown <brownn@city.laconia.nh.us>, "Pam Brenner (pbrenner@townofpeterborough.us)" <pbrenner@townofpeterborough.us>, Patricia Consentino <sel.consentino@tiltonnh.org>, Patrick MacQueen <city_manager@berlinnh.gov>, Paul Apple <ta@allentown.org>, Paul Brown <select@newportnh.net>, Paul Hebert <finance@amherstnh.gov>, Paul Moynihan <publicworks@city.laconia.nh.us>, Paul Skowron <pittsfieldta@metrocast.net>, Peter Chamberlin <wolffindir@metrocast.net>, Peter Christie <ptchristie@gmail.com>, Peter Kulbacki <peter.kulbacki@hanovernh.org>, Phil Bilodeau <pbilodeau@concordnh.gov>, Phillip Warren <pwarren@meredithnh.org>, Randall Heglin <rheglin@townofjaffrey.com>, Richard Russell <rrussell@ci.salem.nh.us>, Richard Seymour <rseymour@merrimacknh.gov>, "Rick Griffin (inquiries@town.hampton.nh.us)" <inquiries@town.hampton.nh.us>, Rick Malasky <rmalasky@newmarketnh.gov>, "Robert Belmore (bbelmore@somersworth.com)" <bbelmore@somersworth.com>, Robert Lang <rlang.selectman@gmail.com>, Rodney Bartlett <rbartlett@townofpeterborough.us>, Roger Coutu <rcoutu@hudsonnh.gov>, Russ Dean <rdean@town.exeter.nh.us>, Russell Galpin <hillsboro@hillsboroughnh.net>, Russell Sullivan <adminassist@townofauburnnh.com>, Sandy LaPlante <slaplante@marlboroughnh.org>, Sarah Silk <sms@metrocast.net>, "Scott Myers (citymanager@city.laconia.nh.us)" <citymanager@city.laconia.nh.us>, "Senator Andy Sanborn (Andy@Andy.Sanborn.com)" <Andy@andy.sanborn.com>, Sheila Glines <lbwpmh@hotmail.com>, Stephen Elliot <drtwrkr@yahoo.com>, Stephen Malizia <smalizia@hudsonnh.gov>, Steve Parkinson <sparkinson@cityofportsmouth.com>, Teresa Williams <townadmin@wakefieldnh.com>, Thomas Mahon <tmahon@merrimacknh.gov>, Timothy Sweeney <dpw@bow-nh.gov>, Tom Aspell <taspell@concordnh.gov>, Tom Buco <tombuco@yahoo.com>, Tom Willis <twillis@somersworth.com>, Willard Hathaway <unitynh@valley.net>, William McKee <ridgerunner70@myfairpoint.net>
Cc: Cordell Johnston <cjohnston@nhlgc.org>, Judy Silva <jsilva@nhlgc.org>

To All:

We hope are enjoying this wonderful New Hampshire summer weather and are well rested from any vacation time you may have enjoyed with family and friends.

This email is the second communication to this group and is an update to our June 20, 2012 email to you (see related email "Follow-up to 'Delayed & Deferred Municipalities' Group Meeting" attached above).

On June 13th, about 30 municipal officials and representatives met at LGC offices to discuss strategy in calling for restoration of funds for the State Aid Grant (SAG) program which provides up to 20-30% grant assistance toward eligible municipal wastewater, drinking water and landfill closure projects. The State Legislature has not funded the SAG program since October, 2008 and there is growing frustration among cities and towns regarding this unfunded statutory obligation to municipalities (RSA 486 and 486-A:3). Most of these municipal projects were sold to local taxpayers based on the expectation of state assistance, and the state has a financial and statutory obligation to

fully fund these eligible public infrastructure projects. As part of this grassroots effort, municipal leaders are being asked to engage candidates running for state office to support future legislation to restore funding of the SAG program.

We offer this brief recap because we would like to welcome some new members to the "Delayed & Deferred" club. Please welcome representatives from: Hooksett; Peterborough; Plymouth Water/Sewer; Pittsfield; Somersworth; Rochester; Berlin; Seabrook; Bow; Dover; Laconia and Meredith. To these new club members, we encourage you to review the details outlined in the Outlook email above to get up to speed on this issue or you can contact NHMA's Tim Fortier for more information.

Jaffrey's Don MacIsaac and I have been very diligent to keep this issue alive and relevant but we need your help. Toward this end, please find the following materials:

1. **Updated DES State Aid Grants Spreadsheets**

Don and I met with DES officials in July to review and better understand the SAG spreadsheets, particularly the wastewater numbers. As a result of this meeting, DES has updated its project information. As contained in the Excel spreadsheet above (see DES Deferred State Aid Grant Master List.xlsx), please find a separate worksheet for (1) wastewater SAG requests; (2) drinking water SAG requests, and (3) landfill closures SAG requests.

The current impact of the "delayed and deferred" SAG requests (as of August 3, 2012) on municipalities is as follows (attached DES spreadsheets tell you what project(s) in your municipality have been "delayed and deferred", complete with project description and amount of grant request. Please note this is a continually evolving list.):

<u>State Aid Grant (SAG) Program</u>	<u># of Projects</u>	<u>Total SAG Requests</u>	<u>FY</u>
<u>14</u>			<u>FY 15</u>
Wastewater:	100		
\$46,428,198	\$4,162,125	\$3,851,284	
Drinking Water:	17		
\$7,586,104			
\$706,428		\$205,827	

Landfill Closure:		7	\$805,025
	\$669,305	\$32,591	

Total SAG Requests:		124	
	\$54,819,327	\$5,537,858	\$4,089,702

Based on these numbers, the Legislature will need to appropriate approximately \$9,627,560 (\$5,537,858 *plus* \$4,089,702) in additional general funds for FY 14/15 to make the first two annual payments on all "delayed & deferred" projects.

2. Candidates Running for State Office - Republican & Democratic Filings

Municipal leaders are now being asked to engage their local candidates running for state elective office, specifically state representative, state senate and gubernatorial candidates, on this issue. Attached above you will find two PDFs containing Republican and Democratic filings. This information will tell you who is running for elective office in your municipality's representative districts.

As part of this grassroots effort, we ask that you engage these candidates and attempt to get a firm commitment from each to support restoration of funding for the SAG program. Our opportunity to impact candidates running in the primary elections on this matter is closing in on us. Now is the time for you to focus on this important municipal issue and generate "buzz" in this election cycle. Here are ways in which to engage these candidates.

- a. Call, write or email candidates running for office to explain the SAG deferment issue
- b. Invite them to meet with your Board of Selectmen, Board of Alderman or City Council to discuss the issue
- c. Plan a tour of your public drinking water, wastewater or landfill project(s) impacted by state deferment
- d. Give candidates a "take-away", such as a handout explaining impact of deferment on local municipal revenues
- e. Get a firm commitment from each candidate to support restoration of general revenue funding for the SAG program

- f. A resolution can be effective in showing your governing board supports this position. If passed, mail it to your candidates running for office.
- g. Go to candidate website and leave a message requesting support/commitment of municipal position
- h. Letter(s) to the Editor

3. **Recent Press Coverage – Now is the Time to Pump Up the Volume!**

On July 25th, NHMA issued a press release regarding declining state support for environmental infrastructure (see NHMA electronic press release below my contact information). As a result, the story was picked up by New Hampshire Public Radio and the Keene Sentinel.

The NHPR story can be found at this link: <http://www.nhpr.org/post/state-aid-water-infrastructure-falls-extreme-rain-events-rise>.

The Keene Sentinel article can be found at:
http://www.sentinelsource.com/news/local/towns-want-funds-restored/article__3041aba5-b08e-52ba-9519-3a7640fe7f88.html.

Please also find an article, dated June 19th, as printed in the Monadnock Ledger-Transcript, and as contained in the PDF document above. This article was generated shortly after our June 13th meeting by Jaffrey's Don MacIsaac.

On July 19th, NHMA offered its' comments to the Governor's Water Sustainability Commission, including a statement regarding the "delayed and deferred" issue, and that PDF document is also attached above.

Lastly, NHMA has been asked to participate in the upcoming Business & Industry Association/DES Water Symposium to be held on November 9th. We have been asked to offer the municipal perspective on water infrastructure issues with a particular focus on the "Delayed and Deferred" SAG issue. This event is usually well attended by top business and legislative leaders. Progress on getting the word out is happening but not everyone is helping.

Folks, we have to pump up the volume on this issue! Don has effectively engaged his local media to focus on this campaign – NOW is the time for you to get involved. To build the necessary legislative support in 2013, we need for you to take action NOW! Candidates running for state office need to hear from you NOW!

4. **Provide NHMA with Feedback**

It is critical that you keep NHMA informed about what is happening in your municipality. Let's share our success stories! Please send us an email, or make a quick phone call, to let NHMA staff know of your efforts. Please copy the NHMA (@tfortier@nhlgc.org<mailto:tfortier@nhlgc.org>) on all communications and interactions with your local legislators and candidates.

The NHMA is calling on you to get involved. We can't stress enough the importance that you create your own opportunities on this deferment issue to directly influence legislative action that will have a long-lasting impact on your municipality's quality of life and economic vitality. We are stronger when we work together and the overall success of this grassroots effort relies on your active local participation. Together we will ensure that this SAG deferment issue is at the forefront of New Hampshire General Court's legislative agenda in 2013.

Again, we wish to thank each of you in advance for your involvement and for your contributions that will ultimately bring us legislative success in 2013. Don and I will likely contact you in the near future to see what assistance we can bring to your local efforts.

Don MacIsaac
Government Affairs Advocate

Tim Fortier,

Selectman, Town of Jaffrey
Municipal Association

New Hampshire

Timothy W. Fortier, Government Affairs Advocate

New Hampshire Municipal Association

25 Triangle Park Drive

PO Box 617

Concord, NH 03302-0617

Telephone: 603.226.1305

Cell: 603.724.9044

Email: tfortier@nhlgc.org

FOR IMMEDIATE RELEASE

Contact: Tim Fortier, x. 1305, or Laura Simoes, x. 3398, at 603/224-7447

Local Municipal Leaders Decry Declining State Support for Environmental Infrastructure

Concord, NH -- More than 30 members of the New Hampshire Municipal Association from across the state have joined together in calling for restoration of state funding for grants to support the cost of the State's water and environmental infrastructure. New Hampshire has historically supported municipal wastewater, public drinking water and landfill closure projects through the State Aid Grant (SAG) program. Eligible projects can receive up to 20% and 30% grant assistance toward principal and interest payments.

New Hampshire municipalities undertook infrastructure projects with the expectation that state grant funds would continue to be available as they have historically been available.

"There is a growing frustration among cities and towns regarding these obligations. We sold these municipal projects to local taxpayers based on an expectation of assistance, and the state has a financial obligation to support these municipal projects. Instead, they are downshifting responsibility by passing these costs onto the local taxpayers of our cities and towns," said Don MacIsaac, Selectman from the Town of Jaffrey.

Since October 2008, the Legislature has deferred all appropriations to the SAG program. Eligible municipal projects were not funded in state fiscal years 2009, 2010, 2011 and 2012. The backlog of projects includes the following:

- 93 wastewater projects have been submitted by municipalities for state funding seeking more than \$41 million in SAG commitments,
- 17 water supply projects totaling more than \$7.5 million, and
- Seven landfill closure projects totaling \$805,000 in grant requests.

"As federal and state aid continues to decline, the burden for these costs will undoubtedly downshift to cities and towns and to citizens through increased local fees and property taxes," explained Maclsaac. "Yet local fees and taxes can only go so far in meeting the significant current and future costs of our infrastructure needs. When taxes and fees become too exorbitant, there is a real risk these become a barrier to local economic growth," said Maclsaac.

He added, "It's not as if we're not willing to pay our fair share, but we're not willing to pay the state's share, too. We told our taxpayers that this was a partnership. We call on the State to fulfill its existing statutory obligation to municipalities."

As part of this effort, municipal leaders like Maclsaac are asking candidates for state office to support legislation to restore funding of the State Aid Grants.

"I personally invite any candidate for state elective office to visit our towns and cities and see our environmental infrastructure projects first-hand. I encourage other cities and towns and taxpayers across the state to join me in asking candidates on the campaign trail this summer and fall where they stand on this important municipal issue," added Maclsaac.

For more information on State Aid Grants, including a list of affected communities and projects, go to <http://www.nhlgc.org/nhma/ongoingtopics.asp>, "Water Systems Infrastructure," or contact Tim Fortier, Government Affairs Advocate at the NHMA, 800-852-3358, ext. 1305, or tfortier@nhlgc.org<<mailto:tfortier@nhlgc.org>>.

The New Hampshire Municipal Association (NHMA) is a nonprofit, non-partisan membership organization of municipalities. Founded in 1941 for the purpose of exchanging information in the interest of facilitating more efficient and effective local

government, NHMA was reorganized in July 2003 under the umbrella of the New Hampshire Local Government Center.

6 attachments

 **noname.eml**
1040K

 **DES Deferred State Aid Grant Master List.xlsx**
31K

 **Democratic Filings.pdf**
1576K

 **Republican Filings.pdf**
1890K

 **Monadnock Ledger-Transcript Article (6.19.12).pdf**
59K

 **NHMA Comments to Governor's Water Sustainability Commission (7.19.12).pdf**
186K

Memo

To: Russ Dean Town Manager, Board of Selectmen
From: Assistant Fire Chief Berkenbush
CC: File
Date: August 17, 2012
Re: Mosquito Update

Here is a brief update on the Mosquito control efforts that we have been doing. We have been testing and treating for mosquitoes for the 2012 season. To date we have not had any positive test results for either West Nile Virus or Eastern Equine Encephalitis. The majority of positive cases of West Nile Virus that we have seen throughout the State have been in mosquitoes that live and breed in catch basins. On a weekly basis the catch basins in Exeter are surveyed for larva and treated if necessary. This is a proactive measure that we believe is an effective response in controlling the spread of West Nile Virus in Exeter. The schools have been barrier sprayed to limit the number of mosquitoes entering the sports and playing areas. I will be in contact with the Park and Recreation Department to consider this option for their fields as well. The threat to humans for contracting disease will be the highest from now until the first frost. If you have any questions please feel free to contact me.

New Hampshire Arbovirus Surveillance Bulletin #6
Department of Health and Human Services
Division of Public Health Services
Bureau of Infectious Disease Control

TEST SUMMARIES

MMWR Week 32 August 5, 2012 – August 11, 2012*

HUMANS		Number Tested	WNV Positive	EEE Positive	Other Positive
Number Tested	Week	2	0	0	0
	YTD	12	0	0	0

ANIMALS		Number Tested	WNV Positive	EEE Positive
Number Tested	Week	1	0	0
	YTD	3	0	0

MOSQUITOES		Number Tested	WNV Positive	EEE Positive
Batches Tested	Week	518	18	0
	YTD	2139	26	0

***Data provided are those for which final results are available. Data are current as of 08/14/2012.**
 Test results include only those specimens tested with results finalized during the week being reported on. Pending results from the previous week are not included.
 YTD = All specimens submitted beginning 01/01/2012 through the week being reported on.
 WNV = West Nile virus. EEE = Eastern Equine Encephalitis.

Notes:

MOSQUITOES: Mosquito batches were submitted from Cheshire, Grafton, Hillsborough, Rockingham, and Strafford counties. Eighteen WNV positive mosquito batches were identified in Manchester (15), Nashua (2), and Salem (1). Positive mosquito batches were *Culex pipiens/restuans* (9), *Culex restuans* (1), *Culex pipiens* (3), *Coquillettidia perturbans* (2), *Ochlerotatus triseriatus* (1), *Aedes vexans* (1), and *Ochlerotatus japonicus* (1).

YTD: Twenty-six WNV positive mosquito batches have been identified in Manchester (23), Nashua (2), and Salem (1). Positive mosquito batches were *Culex pipiens/restuans* (17), *Culex restuans* (1), *Culex pipiens* (3), *Coquillettidia perturbans* (2), *Ochlerotatus triseriatus* (1), *Aedes vexans* (1), and *Ochlerotatus japonicus* (1).

Use the following link to view the locations of positive test results and regional risk maps:
<http://www.dhhs.nh.gov/dphs/cdcs/arboviral/results.htm>

For more information regarding these data, contact Beth Daly, Chief, Infectious Disease Surveillance Section at 603-271-4927.