

**Exeter Board of Selectmen Meeting  
Monday, March 11<sup>th</sup>, 2013, 7:00 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. Public Comment
3. Minutes & Proclamations
  - a. Special Meetings: February 21<sup>st</sup>, 2013
  - b. Regular Meetings: February 25<sup>th</sup>, 2013
4. Appointments – Council on Aging
5. Discussion/Action Items
  - a. New Business
    - i. Long Term Control Plan (LTCP) Sewer
    - ii. Exeter/Stratham Workgroup
    - iii. Public Health Grants
  - b. Old Business-
    - i. Bid Award: Fire Sprinkler System
6. Regular Business
  - a. Bid Openings
  - b. A/P and Payroll Manifests
  - c. Budget Updates
  - d. Tax Abatements & Exemptions
  - e. Water/Sewer Abatements
  - f. Permits
  - g. Town Manager's Report
  - h. Legislative Update
  - i. Selectmen's Committee Reports
  - j. Correspondence
7. Review Board Calendar
8. Non Public Session
9. Adjournment

Matt Quandt, Chairman  
Board of Selectmen

Posted: 3/8/13 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.

# DRAFT MINUTES

BOARD OF SELECTMEN MEETING

MINUTES

February 21, 2013

1. Call Meeting to Order

Chairman Matt Quandt convened the Board of Selectmen at 6:00 p.m in the Nowak Room of the Town Office. Other members of the Board present were: Vice-Chairman Don Clement, Selectman Dan Chartrand, Selectman Julie Gilman, Selectman Frank Ferraro. Town Manager Russell Dean was also present along with DPW Director Jennifer Perry.

2. Discussion with Stratham Board of Selectmen on Water/Sewer Issues

Mr. Quandt welcomed the Stratham Selectboard: David Canada, Bruno Federico, and Tim Copeland. In addition Paul Deschaines Town Administrator and DPW Commissioner from Stratham John Boisvert. The purpose of tonight's meeting is to follow up on the Kleinfelder report on water/sewer possibilities for both Towns, and Mr. Cliff Sinnott is here to facilitate the discussion to see where we go from here.

The meeting began with an update from Exeter DPW Director Jennifer Perry on various projects that Exeter was now involved in regarding water and sewer. These included water meter replacements, the Jady Hill I and I project, the wastestream reduction project at the water treatment plant, the phase 3 I and I study and recommendations, the groundwater plant design process, the wastewater facilities plan, and a proposed water/sewer line replacement for Portsmouth Avenue. In addition there is a replacement for the sewer vactor truck on the warrant in Exeter and the refurbishment of the Fuller Lane water tank is a future project.

Stratham presented their updates. Mr. Deschaines spoke to the Kleinfelder report, \$125,000 for organized exploration of water sources, wellfield identification, another 125K for wastewater disposal site in 2014. The goal is for Stratham to definitely take something to the voters in 2014. If not with Exeter, they plan to explore alternatives. Mr. Deschaines mentioned SB11 the bill Stratham put forward regarding water and sewer districts. During the Senate discussions stormwater was removed from the bill. The bill envisions specific areas developed with entities paying for services within the district. This also envisions an IMA type agreement with another Town. Stormwater was pulled as it is addressed in other RSA's including 149-I.

Mr. Sinnott then passed out a summary of recommendations from the report itself. It envisioned a presentation to both boards with recommendations. The findings were reviewed. Mr. Sinnott touched on the key issue of capacity. As of now water is a yes, wastewater is less clear. Mr. Sinnott discussed the planned water tank for Stratham. He discussed the district concept around Lake Winnepausakee as an example. Mr. Ferraro pointed out the capacity cited in the Kleinfelder report for sewer varied from the Underwood report on I and I. DPW Director Perry said this was currently being reviewed.

Mr. Sinnott discussed Stratham's primary goal of retail development. Exeter's goal of upgrading and modernizing their infrastructure at lowest cost. Mr. Deschaines and Mr. Dean then discussed the future forward for both Towns. Mr. Deschaines alluded to the purported economic study of Stratham and stated it was not a study per se but an in house back of the envelope type exercise. Mr. Dean reviewed the list of Exeter projects on water and wastewater and added the Great Dam and exploring future water supply. For Exeter, the broad goals include upgrading infrastructure, providing better sources of drinking water, engaging federal and state legislators for funding, meet all necessary EPA requirements

# DRAFT MINUTES

and mandates, seek collaboration to lower costs where possible, and minimize impacts to local ratepayers in Exeter.

Mr. Sinnott then led the group through an exercise where hopes, fears, and challenges were outlined in writing about trying to come to an agreement. Mr. Sinnott documented these items and will create a report.

A discussion then ensued on how to move forward. Various forms were discussed. It was agreed that two primary workgroups would be formed. One technical, one financial. Mr. Chartrand reported that in his mind the groups need to include town administration and DPW on both groups. Selectboard representatives would be included as well. There would be approximately 6-8 people per group between both Towns. The individual boards will work on appointing designees.

All agreed this was a good meeting and that opportunities were real.

Selectman Clement moved to adjourn. Selectwoman Gilman seconded. Motion carried. The Board stood adjourned at 8:10 p.m.

Respectfully submitted,

Russell Dean  
Town Manager

## Draft Minutes

### BOARD OF SELECTMEN

February 25, 2013

#### Call to Order

Chairman Matt Quandt called the meeting to order at 7:00 p.m. in the Nowak Room in the Exeter Town Office building. Members present were: Don Clement, Frank Ferraro, and Julie Gilman. Dan Chartrand was not present. Also present was Town Manager Russell Dean.

Mr. Quandt advised the public that the Board had met in non-public session at 6:30pm for a fee waiver, and conducted a volunteer interview at 6:50pm for a position on the Council on Aging.

#### Public Comment

Dennis Brady questioned the Budget Committee warrant article as to how many would be on the ballot.

Mr. Dean explained that the Town Clerk had changed the ballot to listing the 17 names of which the voters can vote for 15 of.

Mr. Clement said that Town Counsel had advised that this could be done.

Mr. Ferraro reminded the Board that he had said this was how it should be done two weeks ago, and also that the positions had been elected for twenty years. He also stated that the Town had unnecessarily expended money to get a legal opinion and there are also additional costs related to having to reprint the sample ballots.

Ms. Gilman stated that she had not received any communications on this from Mr. Ferraro. Mr. Ferraro stated that he had said this during the open meeting of February 11, 2013, and not as separate communications to board members.

Don Woodward asked the Board to take an interest in HB 617 increasing the rate of the road toll, increasing the vehicle registration fee, and establishing the New Hampshire state and municipal road and bridge account, and SB 163 establishing a commission to recommend legislation to prepare for projected sea level rise and other coastal hazards, & SB 164 authorizing coastal management provisions in master plans.

Brian Griset said that he had spoken to the Town Clerk regarding putting the Budget Committee candidates on the ballot in alphabetical order. He also feels that the issue of how to list the Budget Committee candidates was not a misunderstanding and that the citizens made a specific vote on the matter. He would like a written response to his concerns.

Mr. Clement questioned Mr. Griset regarding a letter to the Patch website referring to a "fringe group" on the Board of Selectmen. He said he feels that he represents all citizens of the Town of Exeter.

Mr. Quandt ended this discussion.

#### Minutes & Proclamations

Minutes of Meeting: February 11, 2013

Ms. Gilman had a comment for the minutes regarding Renee Obarton's question of whether impact fees could be used for items such as fire trucks. Ms. Gilman looked into this there are no impact fees for fire apparatus.

Ms. Gilman further requested that the minutes be amended as follows:

New Business i, HB522 remove the word **bills** and replace with **AP & payroll warrants**  
To list all correspondence reviewed under Regular Business j.

Mr. Ferraro requested the following amendments be made to New Business iii:

Remove The Board also discussed that there are 17 names listed for the 15 Budget Committee member positions, and replace with:

Mr. Dean introduced the topic of the election of the Budget Committee and said that it is not an elected committee and that the Town Clerk was planning to list all 17 candidates on the slate. He stated that there is another view that we can have a separate piece of paper with the 17 names and have the public vote for 15 of the 17.

Mr. Ferraro pointed out that for more than two decades the budget committee has been an elected committee and listed as such in the Town annual reports.

Mr. Clement said that there was no enabling legislation that talked about electing a budget committee. Ms. Gilman said that what this is going to come down to is who decides who will be on the committee. She stated that it has always been a slate proposed by the Board and accepted by the voters.

Mr. Ferraro said that was not quite true because there have been members nominated from the floor of the Deliberative Session. As far as enabling legislation, there is, in fact, enabling legislation at RSA 669:17. He stated that we should have all 17 on the ballot and let the voters pick the 15 that will be on the committee.

Mr. Clement said he prefers letting all 17 stay on the ballot as a slate and then we can determine how to move forward.

A motion was made by Mr. Clement and seconded by Ms. Gilman to accept the minutes of February 11, 2013 as amended. Motion carried – all in favor.

### **Appointments**

None at this time.

### **Discussion/Action Items**

#### **New Business**

#### **Exeter/Stratham follow-up**

Mr. Dean discussed the desire of each town to have two subcommittees or work groups of four delegates from each town on each subcommittee to work together, one financial and one technical, which would report back to the board of selectmen of each town.

Mr. Ferraro pointed out that this was a public meeting although there were no members of the public there. He also suggested that each work group should have a member of the Water/Sewer Advisory Committee on it. There are members of that committee, who have strong technical skills and others with strong financial skills, and the work groups should not be too heavy on town staff but town staff should be doing background support.

Ms. Gilman suggested that Mike Jeffers should be on the technical subcommittee.

Mr. Clement said that both towns would refer to their employees for support. He would also like to see the financial subcommittee have someone from the Budget Committee and the technical to have someone from Water/Sewer Advisory.

Mr. Quandt said that the mission of the two groups would be to work together on issues for a potential agreement. He will accept recommendations for appointees to both subcommittees.

### **MS4 Permit**

Jennifer Perry reported that she is still in the process of reviewing the 2<sup>nd</sup> revision of the draft MS4 permit. There will be informational meetings in the next few weeks that are open to the public however the public should preregister for these. The draft permit with appendices and face sheet are available on the Public Works page of the Town website, as well as a link to preregister for the public meetings.

Mr. Clement said that Exeter has been a MS4 community since 2004 and has been proactive on some of the new requirements, although measuring TMDLs will be tough. He would also like to thank Phyllis Duffy and the rest of the Public Works department for their work on this.

### **Volunteer of the year**

Mr. Ferraro said that the Town could not function without volunteers. There have been scores of volunteers over the past 10-20 years, but probably need to look at recognizing volunteers from the previous year and not years or there would always be a backlog of who to recognize.

Mr. Clement said that the process for nominating a volunteer of the year should be a broad net throughout town and not just volunteers for the town committees.

Mr. Dean said it needs to be publicized where to get the form so that some nominations can come in.

There was discussion of editing the form to change the date due and to remove the word our.

A motion was made by Mr. Ferraro and seconded by Ms. Gilman to approve the form as amended. Motion carried – all in favor.

### **Old Business**

#### **a. Bid Award – WTP Wastestream Reduction Pump Station**

Jennifer Perry recommended the project be awarded to Hampshire Pump LLC, which was the low bid.

A motion was made by Mr. Ferraro and seconded by Mr. Clement to accept the bid of Hampshire Pump LLC. Motion carried – all in favor.

**Regular Business**

**a. Bid Openings**

Chairman Quandt opened the following bids received for Sprinkler Part 2:

John Carter Sprinkler Corp., Bow, NH	\$86,860
Alternative	\$ 7,500
2 <sup>nd</sup> Alternative	\$15,500
Tri State Sprinkler Corp., Derry, NH	\$72,800
Iron Works Fire Protection Company LLC, Bow, NH	\$62,750
Additional Alternative	\$25,500

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to refer the bids to the DPW for evaluation and recommendation at the next meeting. Motion carried – all in favor.

**b. A/P and Payroll Manifests**

A motion was made by Mr. Clement and seconded by Mr. Ferraro to approve the AP manifest dated 2/15/13 in the amount of \$372,076.30. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to approve the AP manifest dated 2/22/13 in the amount of \$142,835.20. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Clement to approve the AP manifest from Capital Improvements Fund dated 2/22/13 in the amount of \$153,283.91. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Clement to approve the AP manifest from Capital Improvements Fund dated 1/18/13 in the amount of \$64,726.45. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Clement to approve the payroll manifest dated 2/17/13 in the amount of \$170,583.07. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Clement to approve the payroll manifest dated 2/10/13 in the amount of \$177,540.42. Motion carried – all in favor.

**c. Budget Update**

Mr. Dean said there are no updates.

**d. Tax Abatements & Exemptions**

A motion was made by Ms. Gilman and seconded by Mr. Clement to grant the request for abatement for property located at Map/Lot 29/14 in the amount of \$28.51. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to grant the request for an elderly exemption for property located at Map/Lot 73/81, 65/159, 73/305, 104/79/610, 52/21, 104/79/117, 87/8/C-15, 85/89/7, 94/21, 87/2, 104/79/709, 104/79/121, 74/114, and 87/14/20A in the amount of \$236,251 each. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to grant the request for an elderly exemption for property located at Map/Lot 68/6/241, 32/12/11, 65/5, 73/69, and 104/79/4 in the amount of \$183,751 each. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to grant the request for an elderly exemption for properties located at Map/Lot 62/95, 55/13, 104/79/21, 104/79/614, 86/17, 104/79/320, 70/94, 104/79/608, 104/79/232, and 104/79/134 in the amount of \$152,251 each. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Clement to grant the request for a disabled exemption for properties located at Map/Lot 95/64/57, 55/32, and 95/64/226 in the amount of \$125,000 each. Motion carried – all in favor.

A motion was made by Ms. Gilman and seconded by Mr. Ferraro to deny the elderly exemption request for properties located at Map/Lot 87/8/C-14 and 95/64/270. Motion carried – all in favor.

#### **e. Water/Sewer Abatements**

A motion was made by Mr. Ferraro and seconded by Mr. Clement to grant the request for Water/Sewer abatement for property located at 9 Hillside Terrace in the amount of \$313.52. Motion carried – all in favor.

#### **f. Permits & Justice Sales**

A motion was made by Mr. Clement and seconded by Mr. Ferraro to approve the facility request from the Exeter Theater Company for use of the town hall on March 9, 2013. Motion carried – Ms. Gilman abstained.

A motion was made by Mr. Clement and seconded by Mr. Ferraro to approve the facility request from the Exeter Heritage Commission for use of the town hall on February 27, 2013 and March 2, 2013. Motion carried – Ms. Gilman abstained.

A motion was made by Mr. Clement and seconded by Ms. Gilman to approve the facility request from the Exeter Historical Society for use of the town hall and town hall stage on April 2, 2013. Motion carried – all in favor.

A motion was made by Mr. Clement and seconded by Ms. Gilman to approve the facility request from Exeter DPW for the NHDES & EPA for use of the town hall on March 7, 2013. Motion carried – all in favor.

#### **g. Town Manager's Report**

Mr. Dean took this time to acknowledge the work that was done during the weekend snow storm.

The Supervisors of the Checklist will be at town hall on Saturday, March 2, 2013.

The ZBA has approved a restaurant concept near town hall.

Mr. Dean also showed a copy of the town report and read the dedication to Don Brabant, former town treasurer. He also commended Sheri Riffle and the graphics company for the work done on the cover.

#### **h. Legislative Updates**

This is covered in the Legislative Bulletin which all members received in their packet for the evening.

#### **i. Selectmen's Committee Reports**

Each selectman gave a brief update of their meeting attendance since the last meeting.

#### **j. Correspondence**

Chairman Quandt reviewed several pieces of correspondence that has been received.

- Letter from Mr. Dean to NOAA re: support of grant application
- Letter from Commissioner Department of Transportation re: Responder Training
- Letter from Linda Beck re: Exeter Sportsmen's Club
- Letter from City of Dover to Commissioner Clement, NHDOT re: Great Bay Estuary

There will be a brief Board of Selectmen's meeting on Monday, March 4, 2013 at 7:00 p.m.

There will be a Board of Selectmen's meeting held on Monday, March 18, 2013 at 7:00 p.m.

A motion was made by Mr. Ferraro and seconded by Mr. Clement to adjourn at 8:52 p.m.  
Motion carried – all in favor.

Respectfully submitted,

Deirdre Greene  
Recording Secretary

# Memo

**To:** Board of Selectmen, Town Manager Russ Dean  
**From:** Assistant Chief Berkenbush  
**CC:** Chief Comeau, File  
**Date:** **March 5, 2013**  
**Re:** Sprinkler installation

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After review of the sprinkler proposals;

- Tri-State Sprinkler Corp: \$72,800.00
- John L. Carter: \$67,200.00
- Iron Works Fire Protection Company; \$63,750.00

Although Iron Works Fire Protection is low bid they state in their proposal that they anticipate additional time necessary to complete the project. This is a grant funded program. The additional time needed for this company to complete the project does not fit within the window of the grant.

I would recommend John L. Carter Sprinkler Company Inc. Their bid is comparable to Tri-State Sprinkler Corp. and is lower in price. If you have any questions please feel free to contact me.

## List for Selectmen's meeting March 11, 2013

### Abatements

Map/Lot	Location	Refund
95/65	89 Liinden St	Denial
74/78/1	39 Ernest Ave 101	Denial
73/49/16	156 Front St 117	Denial
18/4/1	8 Oaklands Rd	Denial
90/33/2	3 Wright Lane	Denial
73/17	120 Front St	3,115.28
96/17	35 Cullen Way	754.27
70/67	186 High Street	386.21
65/124/37	105 Portsmouth Ave 37	1,150.24
65/124/38	105 Portsmouth Ave 38	1,135.07
90/33/6	Wright Lane	152.93
27/12/1	Rinny Lane	166.85

### Elderly Exemption

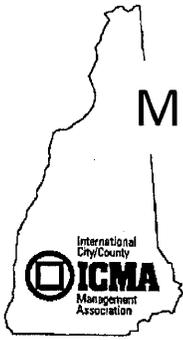
Map/Lot	Location	Exemption	Map/Lot	Location	Exemption
104/79/325	325 Exeter River Landing	236,251	64/48/17	202 water Street	152,251
95/64/160	4 Hilton Ave	152,251	54/4/20	50 Brookside Dr C4	152,251
87/18/31	31 Pine Meadows Dr.	236,251	104/79/106	106 Exeter River Landing	236,251
54/4/122	50 Brookside Dr O-2	236,251	72/117/4	18 South Street	183,751
96/2/4	4 Strout's Park	183,751	54/4/17	50 Brookside Dr C1	183,751
95/64/252	9 Peach Street	152,251	87/18/17	17 Pine Meadows Dr	236,251
13/6	103 Beech Hill Road	183,751	86/20/15	15 Pine Grove Road	236,251
104/79/905	905 Exeter River Landing	152,251	104/79/18	18 Exeter River Landing	183,751
73/36	26 Arbor Ct	183,751	70/111	4 Whippoorwill Lane	Denied
103/13/20	20 Deep Meadow	236,251	103/13/27	27 Donna Drive	183,751
104/79/132	132 Exeter River Landing	183,251	74/45	2 Silvio Drive	152,251
71/3	19 Hall Place	183,251	64/105/13	13 Hayes MH Pk	236,251
61/2	54 Brentwood Rd	183,251	104/79/136A	136A Exeter River Landing	236,251
73/57	17 Myrtle Street	152,251	104/79/306	306 Exeter River Landing	152,251
96/3	16 Vincent Street	236,251	103/13/13	13 Deep Meadows	152,251
104/79/1014	1014 Exeter River Landing	183,751	64/67	4 Bittersweet Ln	Denied
86/24	24 Hampton Falls Road	183,751	104/79/234	234 Exeter River Landing	152,251
65/8	10 Douglass Way	152,251	63/102/27	3 Brookside Dr U3	183,751
74/19	226 Front Street	236,251	104/79/955	900B Exeter River Landing	236,251
104/79/606	606 Exeter River Landing	183,751			
95/64/101	40 Lindenshire Ave	152,251			
104/79/424	424 Exeter River Landing	152,251			
104/79/954	900A Exeter River Landing	152,251			
83/20	39 Crawford Ave	152,251			
95/64/99	36 Lindenshire Ave	183,751			
104/79/15	15 Exeter River Landing	183,751			
18/1	60 Beech Hill Road	183,751			

### **Veteran's Credit**

<b>Map/Lot</b>	<b>Location</b>	<b>Credit</b>
51/9	14 Stoneybrook Ln	500.00
61/11	52 Brentwood Road	500.00

### **Disability Exemption**

<b>Map/Lot</b>	<b>Location</b>	<b>Exemption</b>
87/8/B-15	40 Hampton Rd B-15	125,000
104/79/132C	132C Exeter River Landing	125,000
95/64/143	18 Morton Street	125,000



# Municipal Management Association of New Hampshire

*"Public Betterment through Professional Management"*

## **President**

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## ***Local Government Management Fellowship Program 2013***

### **I. Overview**

The purpose of the Municipal Management Association of New Hampshire (MMANH) Fellowship program is to create mutually beneficial partnerships between graduate-level students at the University of New Hampshire pursuing a career in local government administration and the New Hampshire towns/cities that can benefit from their services. This program will be targeted toward students specializing in public administration, public policy, political science and related disciplines. Students interested in pursuing a career in local government management, but specializing in other relevant fields such as business administration, management, human resources, public relations, etc., are also encouraged to apply.

The Fellowship program is a competitive-selection process with merit-based selection for both the prospective fellows and the hosting community. The Fellowship will allow the student to experience and participate in a broad range of municipal operations under the supervision of the Town/City Manager or Administrator. Where practical, the Fellowship should utilize the ICMA Model Internship Guidelines in order to enhance the educational aspect of the Fellowship. The town/city hosting the Fellowship is expected to provide meaningful and educational work to the student, not merely routine administrative assignments. The Fellowship should be between a semester and one half year in length.

### **II. Application from Municipalities**

Towns and cities wishing to host a Fellowship must apply through a competitive selection process for each Fellowship. The application will consist of a cover sheet and written answers to the following questions:

- 1) Describe the resources that will be available to the student over the course of the Fellowship. This can include resources such as office space, computer equipment, internet access, informational resources, staff support, among other resources.

- 2) Describe the supervision the student will receive. Who will be the supervisor? How frequently will work be reviewed? How much time does the supervisor have to dedicate to the student? List any supervisory duties that the student will be tasked with. Are these responsibilities at the appropriate level for a graduate student or young professional?
- 3) Describe any projects that you intend the student to work on during the tenure of the Fellowship. Ideally there will be several minor projects so the student can gain broad experience and one major project for specialization in a topic relevant to local government. If you have one, please attach a job description or position description including duties and daily responsibilities that the Fellowship will entail.
- 4) Please describe any mentoring the student will receive from the manager/administrator. This can include discussing career options in the local government management field, inviting the student to observe otherwise closed meetings and debriefing with the manager afterwards, attending after-work meetings or social events with the manager, and other activities.

### III. Application from students

Students wishing to apply for a Fellowship must apply through a competitive selection process. The application will consist of a cover/instruction sheet and the following:

- 1) Standard application form (see attached)
- 2) Resume
- 3) Transcript (unofficial transcript satisfactory)
- 4) Recommendation from faculty member
- 5) Open ended answer between one and two pages, typewritten, to the following: "Please describe your career goals and how your participation in the Local Government Management Fellowship Program can ultimately help advance these goals."

### IV. Procedure for selection of towns & cities

The selection process will be the responsibility of a Fellowship Selection Committee, as determined by the MMANH Executive Board. **The deadline for submittal of applications is Friday, April 19, 2013.** Applications shall be submitted electronically in a single PDF file and shall include the completed application and all supporting documentation. The PDF file should be named after the community applying. The PDF file should be emailed to Carlos Baía at [cbaia@concordnh.gov](mailto:cbaia@concordnh.gov). Based on the available funding (outlined in section VI), the Board will determine the maximum number of Fellowships that can be granted for the upcoming period.

The Selection Committee will rank the written applications from the municipalities in the order of the overall educational benefit that a student could receive from each Fellowship. The participating towns and cities will be selected starting at the top of the list, contingent on the total number of funded Fellowships available for that year.

## V. Procedure for selection of students

- 1) Review of applications: The Selection Committee (MMANH designees plus UNH staff) will review all of the submitted applications to determine finalists. The individual components of the application listed in section III above will be evaluated as follows:
  - a. Standard application form: Completed correctly? Is the student enrolled in a graduate program relevant to local government management?
  - b. Resume: Does the student market himself or herself effectively? Is there any relevant background experience that might indicate success in the Fellowship?
  - c. Transcript: Preference may be given to students with higher grades and classes relevant to local government management (ideally the successful candidate has both).
  - d. Faculty recommendation: subjective evaluation.
  - e. Open ended statement: subjective evaluation.
- 2) Upon the Selection Committee's review, a group of finalists will be determined. **Interviews for finalists will be held on Friday, May 17, 2013 at the Local Government Center, 25 Triangle Park Drive, Concord. Finalists and hosting community managers must be able to participate on this date.**
- 3) After the interview, the Selection Committee will assign the selected fellows to a specific community. This could either be done randomly or by taking into account the geographic location and specific circumstances of individual students and the Fellowship communities.

## VI. Financial details

Each student receiving a Fellowship will be paid a gross amount of \$5,500. The cost of the Fellowships will be split between each municipality awarded a Fellowship, MMANH, and LGC. Once employer taxes and worker's compensation costs are included, a hosting municipality should expect to pay approximately \$2,100. The number of Fellowships actually occurring at one time will be dependent upon funding and success of the program.

The Fellowship is intended to be 400 hours with a suggested work schedule of 20 hours per week for 20 weeks (approximately 5 months). The student and the municipality may negotiate the work schedule and must then complete and sign the required form outlining the nature of the agreement. When calculated over 400-hours, the Fellowship equates to \$13.75 per hour for the student.

It is anticipated that administrative/payroll functions for the fellowship will be handled by each hosting community. If this is not feasible for an interested community, the University of New Hampshire may assume those responsibilities but this would require coordination between the hosting community and the university.

**NHMMA Local Government Management Fellowship  
Municipal Application—2013**

**Instructions:** Please enclose this complete application and all supporting documentation into **one PDF file** using your community's name as the file title and email to Carlos Baía at cbaia@concordnh.gov by the end of business on Friday, April 19<sup>th</sup>.

If you have any questions regarding this application, please contact Carlos Baía, Deputy City Manager for Development, City of Concord, (225-8595 or cbaia@concordnh.gov).

Municipality: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Manager/Administrator: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

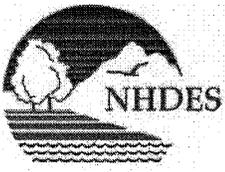
**Please attach a brief narrative outlining the following relevant points to this application:**

- 1) Describe the resources that will be available to the student over the course of the fellowship. This can include resources such as office space, computer equipment, internet access, informational resources, staff support, among other resources.
- 2) Describe the supervision the student will receive. Who will be the supervisor? How frequently will work be reviewed? How much time does the supervisor have to dedicate to the student? List any supervisory duties that the student will be tasked with. Are these responsibilities at the appropriate level for a graduate student or young professional?
- 3) Describe any projects that you intend the student to work on during the tenure of the fellowship. Ideally there will be several minor projects so the student can gain broad experience and one major project for specialization in a topic relevant to local govt. management. If you have one, please attach a job description or position description including duties and daily responsibilities that the fellowship will entail.
- 4) Please describe any mentoring the student will receive from the manager/administrator. This can include discussing career options in the local government management field, inviting the student to observe otherwise closed meetings and debriefing with the manager afterwards, attending after-hours meetings or social events with the manager, and other activities.

*I confirm that I understand the cost sharing formula for the fellowship and will have adequate funds available to fund the full term of the fellowship I am applying for.*

\_\_\_\_\_  
Signature of Manager/Administrator

\_\_\_\_\_  
Date



The State of New Hampshire  
**DEPARTMENT OF ENVIRONMENTAL SERVICES**



Thomas S. Burack, Commissioner

March 7, 2013

Ken Berkenbush, Health Officer  
Town of Exeter  
20 Court Street  
Exeter, NH 03833

**SUBJECT:** Exeter – Exeter Sportsman's Club, Waterworks Pond Road,  
DES Site #200212050, Project #12496

**REQUEST FOR REMEDIAL ACTION PLAN**

Dear Mr. Berkenbush:

On December 13, 2012 the Department of Environmental Services (Department) inspected the Exeter Sportsman's Club (Site), located off of Waterworks Pond Road in Exeter. Specifically, the inspection focused on the inactive portion of the Site where the former skeet range and associated lead shot fall zone area exists. In attendance during the Site inspection was your consultant, Gary Garfield, URS, Inc., B.M. (Butch) York, President of the Exeter Sportsman's Club (ESC), you and me. The intent of the site inspection was to review the current site conditions related to the contamination from the former inactive skeet range and discuss plans for a Remedial Action Plan (RAP).

**Background**

After several investigations of the site, in September 2007 a limited volume of lead impacted sediment, consisting of approximately 200 cubic yards, was removed from portions of the intermittent stream bed and marsh that flows into the general water body of the Exeter water reservoir. The sediment was placed in the upland area of the Site and was used to construct a shooting range soil berm. At the time, the Town indicated to the Department that they did not have sufficient resources to implement the other remedial alternatives for the upland area of the Site, namely the non-forested and forested areas of the former skeet range and that portion of the Site that the lead shot fall zone extended onto the abutter's property to the east of the Site. Further, the Town indicated that the former skeet range was to remain inactive. To the Department's knowledge no additional investigation or remediation has been performed at the site since 2007.

The Department provided written comments (Department letters dated February 8, 2007 and October 17, 2008) on the two most recent environmental reports that needed to be addressed prior to preparing the remedial action plan:

1. Preliminary Evaluation of Remedial Alternatives, dated October 20, 2006, prepared by URS, Inc.

The purpose of this report was to conduct a preliminary analysis of alternatives to address lead shot and clay target contamination from the inactive skeet range located on the Town owned property and currently operated by the ESC.

2. Site Specific Environmental Study Report, dated November 8, 2006, prepared by URS, Inc.

The focus of the study was to further delineate the vertical and horizontal extent of lead shot impacts in surficial soils and sediments and to evaluate risks to human health, wildlife and the environment associated with the operation of the ESC skeet range on and off the Town owned property.

### **Current Conditions**

Consistent with the Department's past observations and the previous investigations, on December 13, 2012 the Department observed significant numbers of lead shot on the ground surface within the shot fall zone of the former skeet range. This area encompasses that portion of the skeet range on the Town owned property and also on the abutting property to the east.

The Department also observed large amounts of broken clay pigeons (targets) scattered on the ground surface at the northeastern non-forested portion of the former skeet range.

Further, lead shot fall impacts were observed in the intermittent stream located to the east of the skeet range as well as small coffer dams composed of hay bales and geo-fabric that were installed during the sediment removal project to limit the lead shot from being washed down into the marsh. Although Department personnel did not access the abutter's property to the east during this inspection, the Town indicated that no additional work had been performed by the Town or ESC in that area where lead shot fall impacts had been detected up to 350 feet from the Town property line.

The Department discussed with the Town that previous soil analyses indicated the presence of soils containing lead at concentrations significantly above the Department's Soil Remediation Standards (SRS) exists throughout much of the Site.

Staged on a portion of the area of soil contamination from the former skeet range, the Department observed several large soil piles of an undetermined origin. Some of this soil was identified to contain pieces of asphalt. Town and ESC representatives indicated this soil was to be used for the construction of an extension of the existing rifle berm. Several large, mature white pine trees are expected to be cut to construct the berm. These pine trees appear to be in the vicinity of the lead shot fall zone of the former skeet range where lead shot most likely exists. ESC representatives indicated that the location of a proposed archery range that would traverse the former skeet range.

A recently constructed wooden bridge was observed in the area of the intermittent stream. A walking trail was observed from this new bridge and most likely traversing a portion of the former inactive skeet range lead shot fall zone. This is also an area of the Site where lead shot has been observed at the ground surface.

### Requested Actions

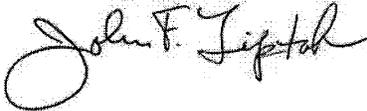
1. In the Department's letter dated February 8, 2007 a request was made to perform additional site characterization. Specifically, no data has been collected in the area east of the intermittent stream from approximately grid line C to grid line U and south starting at gridline 2,. The Department feels there is some uncertainty on the potential extent of contamination depending on past skeet range configurations. This area of the Site should be investigated.
2. It has come to the Department's attention that the non-forested area of the former skeet range may have buried broken clay targets. Lead shot may be mixed in with this material. The area of the Site should be investigated.
3. Please provide the Department with a scope of work to address the additional areas of concern as described in items 1 and 2 above.
4. As noted in reports previously provided by your consultant and listed above, large amounts of lead shot exist at the Site in the area of the former skeet range lead shot fall zone, in the seasonal stream that is located within the former skeet shot fall zone and the abutter's property to the east of the Site. Accordingly, the Department believes that there is sufficient data to support the development of a Remedial Action Plan (RAP) once the additional data is collected as described in items 1 and 2 above.
5. The RAP must present an evaluation of potential alternatives to remove, treat or contain the contaminated area of the Site. The overall remedial goals of the RAP must meet the requirements of Env-Or 606.10, *Remedial Action Plan* and be protective of human health and the environment. At a minimum, the selected remedy must eliminate or mitigate all significant threats to public health and/or the environment presented by the lead shot and clay pigeons disposed of at the Site. The remedial goals for this Site must:
  - a) Eliminate, to the extent practicable, the direct contact human exposure pathway to the contaminants present in the Site soils.
  - b) Eliminate, to the extent practicable, the exposure to benthic organisms that may be present in the intermittent stream and other forms of wildlife to the lead shot in that stream.
  - c) Eliminate, to the extent practicable, the direct contact human exposure pathway to the contaminants present in the abutter's soils to the east of the Site.
6. The Department recommends that access to the areas of contamination be limited and that the area not be redeveloped until the RAP is completed to ensure the redevelopment/reuse of the Site is consistent with the selected remedial alternative. Continued use of the rifle and pistol ranges is acceptable.
7. Provide a schedule to complete the requested actions by April 8, 2013. The schedule should also lay out your next steps to get to a point where a Remedial Action Plan has been developed and an alternative selected to remedy the lead shot contamination at the Site.

Ken Berkenbush  
DES #200212050  
March 7, 2013  
Page 4 of 4

In closing, the Department sincerely appreciates the work performed to date by the Town of Exeter and the ESC and looks forward to the successful development of an appropriate long term remedy for the site.

Should you have any questions, please contact me at the Waste Management Division.

Sincerely,



John F. Liptak, M.Ed., P.G.  
Project Manager  
Hazardous Waste Remediation Bureau  
Tel: (603) 271-1169  
Fax: (603) 271-2181  
E-mail: [John.Liptak@des.nh.gov](mailto:John.Liptak@des.nh.gov)

Waste Management  
Division

Digitally signed by Waste Management  
Division  
DN: cn=Waste Management Division,  
ou=Environmental Services, ou=HWRB,  
email=elise.hubbard@des.nh.gov, c=US  
Date: 2013.03.07 14:42:33 -05'00'

ec: John Regan, P.G., WMD  
Becky S. Williams, P.G., WMD  
Gary Garfield, P.E., URS  
Russell Dean, Town Manager, Exeter  
Sylvia VonAulock, Town Planner, Exeter  
Butch York, President, Exeter Sportsman's Club  
Town of Exeter, Board of Selectman

# WONDERLAND THRIFT SHOP

GIVING BACK, A LITTLE AT A TIME

Town of Exeter  
10 Front Street  
Exeter  
NH 03833

Phone: (603) 793-4284 (Direct)  
Website: [www.wonderlandthrift.org](http://www.wonderlandthrift.org)  
E-mail: [info@wonderlandthrift.org](mailto:info@wonderlandthrift.org)

February 24, 2013

Dear Sirs:

## **Wonderland Thrift – Clothing drop boxes**

We write to ask if you can consider replacing your clothing drop boxes at prominent locations in your town.

We have contacted our recycling company, Recycle That LLC, and they are happy to place boxes at your request once the enclosed form is received with us.

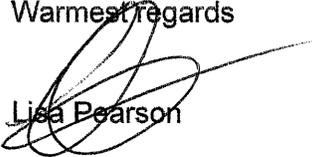
Please complete the form and email to: [info@wonderlandthrift.org](mailto:info@wonderlandthrift.org) or fax back to: 603-686-5139.

Recycle That LLC has larger bins – they have worked with us to establish a weekly pickup that is working well. Since you are up the road from us, they will work with you to make sure a weekly pickup will meet your needs. They have a number of alternatives they can put in place if a weekly pickup doesn't work.

If you have any questions, please do not hesitate to contact me.

Thank you for your support, it means a lot.

Warmest regards

  
Lisa Pearson



96-98 Epping Road, Route 27, Exeter, NH 03833  
61 Route 27, Cozy Corner Plaza, Raymond, NH 03077

*A 501 (c) 3 Organization*

*If we each give a little every day, might there come a day when we no longer need to give at all?*

# WHAT'S THE BUZZ?

AT

# WONDERLAND?



**A NEW WONDERLAND THRIFT IN RAYMOND? ----- OH YES!!!!!!**

**Located at Cozy Corners Plaza, Raymond, NH**

If you know the Exeter store, you are going to love the Raymond store too!

Dollar Day Exeter February 23 – 9-5pm  
Dollar Day Raymond March 2 – 9-5pm

Same great items, same low prices and same ever changing inventory.

Clothing, audio, books, clothing for the whole family, house-wares, home décor, books, baby items, jewelry and much more ! Clothing prices \$1 for kids and \$2 for adult/teen!

---

**Exeter Store & Furniture Barn**

96-98 Epping Road  
Exeter, NH 03833  
(603) 686 5313

Mon through Sat 10:00am-5:00pm  
Closed Sundays

\*\*\* Like us on Facebook\*\*\*

**Raymond Thrift Store**

Cozy Corners Plaza  
61 Route 27, Raymond, NH 03077  
(603) 686-5312

Mon through Sat 10:00am to 5:00pm  
Closed Sundays

Check out the web for updates

\*\*\*

**Thank you and God Bless you all.**

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*Wonderland Thrift Non Profit: 96 Epping Road, Exeter, NH 03833 - (603) 686 5313  
Wonderland Furniture Barn: 98 Epping Road, Exeter, NH 03833 – (603) 686 5314  
Wonderland Thrift Shop: Cozy Corner Plaza, Route 27, Raymond, NH (603) 686-5312*

*[info@wonderlandthrift.org](mailto:info@wonderlandthrift.org) **A great non profit to donate your unwanted items to** [www.wonderlandthrift.org](http://www.wonderlandthrift.org)*

**RECYCLETHAT.COM – COLLECTION BOX CONSENT FORM**

Recycle That LLC (“Recycler”) - 9345 Elm Ct. Federal Heights, CO 80260 – (303) 426-0668

Recycler’s customer: Wonderland Thrift Shop (“Fundraiser”).

Location: \_\_\_\_\_ (“Location”).

Location owner or authorized party providing permission \_\_\_\_\_ (“Location Owner”).

**WHEREAS**, Recycler is a Colorado limited liability company whose mission is to prevent household recyclables from reaching the waste stream, and who provides various recycling services in furtherance of this cause; and

**WHEREAS**, the Fundraiser wishes to use Recycler’s recycling services in raising funds for its activities by locating a materials collection box (“**Collection Box**”) at the Location, and Location Owner wishes to support these fundraising activities by placement of a Collection Box at the Location.

**NOW, THEREFORE**, In consideration of the foregoing and the agreements hereinafter set forth, the receipt and sufficiency of which is hereby acknowledged, the parties hereby agree as follows:

- 1. **LOCATION.** Recycler will place the Collection Box at a mutually agreed area of the Location.
- 2. **COLLECTION.** Recycler will provide routing collection and maintenance of the Collection Box.
- 3. **NOTICE.** Location Owner agrees to notify Recycler if there are any problems with the Collection Box or if it has received excessive donations, and Recycler will use reasonable efforts to promptly rectify the situation.
- 4. **TERMINATION.** Location Owner may terminate this consent at any time upon 48 hours’ written notice during regular business hours, after which Recycler will promptly remove the Collection Box. Recycler may in its discretion remove the Collection Box at any time, whether upon its customer’s request or otherwise.
- 5. **NO WARRANTY.** Recycler cannot and does not control the provision of donated materials and makes no warranty to Fundraiser or Location Owner that any amount of materials will be collected or that minimum funds will be raised. ALL EXPRESS OR IMPLIED CONDITIONS, REPRESENTATIONS AND WARRANTIES, INCLUDING ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, SATISFACTORY QUALITY, FITNESS FOR A PARTICULAR PURPOSE OR OTHERWISE ARE HEREBY EXCLUDED TO THE MAXIMUM EXTENT PERMITTED BY LAW. Recycler’s maximum aggregate liability for all claims under this Agreement under any legal theory will be limited to Seven Thousand Five Hundred Dollars (\$7500.00), and it will in no event be liable for any indirect, special, incidental or consequential damages, however they arise.
- 6. **MISCELLANEOUS.** This Agreement is not intended to create a partnership, joint venture, agency, or a fiduciary relationship. It constitutes the parties' entire agreement relating to its subject matter, and it cancels and supersedes all prior or contemporaneous oral or written communications between the parties.
- 7. **TERMINATION.** This Agreement may be terminated at any time by either party with or without cause upon notice to the other party with a 2-Day written notice.

**IN WITNESS WHEREOF THE DULY AUTHORIZED REPRESENTATIVES OF THE PARTIES HAVE IDENTIFIED THE FOREGOING PURPOSE AND EXECUTED THIS FUNDRAISING AGREEMENT AS OF THE DATE SIGNED BY RECYCLER.**

**AGREED TO BY LOCATION OWNER:**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title (if applicable): \_\_\_\_\_

Date: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**AGREED TO BY RECYCLER**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# WONDERLAND THRIFT SHOP

February/March 2013

Shop 96 Epping Road, Exeter, NH 03833- (603)-686-5313 Fax: (603) 686-5139

Furniture Barn 98 Epping Road, Exeter, NH 03833- (603) 686-5314

Cozy Corners Plaza, 61 Route 27, Raymond, NH 03077 (603) 793-4284

[info@wonderlandthrift.org](mailto:info@wonderlandthrift.org)

[www.wonderlandthrift.org](http://www.wonderlandthrift.org)

## Spring is in the Air



What funny weather we have had this winter, one day warm, the next day freezing.

The Groundhog saw his shadow so we hope for an early spring.. and we are all ready right!

At Wonderland, we have spring/summer clothing on the racks as soon as Christmas finishes. We think it's a nice way to get your summer items early and even put us in a springy mood.

After Christmas we can run short on house-wares, so if you are getting a head start on your spring cleaning, you know where to donate to. We accept donations during store hours, Monday through Saturday 10:00am-5:00pm.

## Our Giving

Your donations mean a lot to us, we keep the giving local and you have a great place to shop and take your unwanted items, knowing someone else will enjoy them AND once sold they will help other people in your community! Pretty cool Huh?

This year we are changing the way we give, so that funds will directly help those in need a little more. We will still support local organizations (4 per year) and each will receive \$250.00 from us. It makes sense as Wonderland grows to pass along much needed funds and resources to local people, helping with bills, heating, groceries, vehicle repairs, rents, clothing, furniture, the list goes on.

We firmly believe that a little goes a long way, so if you drop a quarter into our donation box each visit, those funds add up to more gas and grocery cards for local families.

## How it works: Simply!

We pass our clothing vouchers (at no cost) to local agencies, such as Town offices, WIC, Families First, doctors offices, school offices, churches, St. Vincent De Paul (to name a few). These agencies pass our vouchers to their clients when they see a need. Vouchers are most often for clothing, but are also for furniture, household items, blankets, toys.. and Christmas gifts... we also give funds to a local non profit four times per year. (Beautiful).

Local groups are also encouraged to get in touch regarding our clothing voucher program.

## Beneficiaries

SeaCare, Exeter is our first beneficiary this year. SeaCare, a 501(c)3 tax exempt, non-profit organization, provides assistance to those living in the New Hampshire Seacoast area who can't afford health insurance.

Since 1994, over \$25 million dollars in health care services has been donated through their Medical Access Network and Medication Bridge Program.

Learn more at : [www.seacarehealthservices.org](http://www.seacarehealthservices.org)

## Community Volunteering

Students need credits? Are you a local group looking for a place to volunteer? Community Service – we are happy to work with all groups. Make a difference locally and, volunteer with us.. ask about Spring and Fall Days of Caring opportunities. We always appreciate extra help. Email us for details



## Feeling Fruity?

Some of you may already be thinking about planting for the fall. Why not recycle your jars from home with us. We can pass them along to others. Canning jars with or without lids are always welcome.

## Recycling Initiatives

This year we have partnered with Recycle That. An excellent company providing drop boxes for clothing around the area. We can now also recycle books, magazines and metal. We believe our Earth is important and we recycle as much as we can each and every day.

## Got something to say?

We love to hear feedback – good and of course the bad too.. have a suggestion, let us know?.

## Fuel Assistance

We are proud to offer fuel assistance to local people. Referrals must come from our outreach groups.

## Holiday Items

We always have a huge stock of holiday items, we save them up all year, thanks to you! Each holiday you can be sure to have an abundance of items to choose from and of course, low prices!

## Happy Valentines Day

Check out our Valentine items in our stores and spread a little love.



## Holiday Quotes

"A life without love is like a year without summer." - Swedish Proverb.

"When one flower blooms spring awakens everywhere" - John O' Donohue.

"Earth teach me to forget myself as melted snow forgets its life. Earth teach me resignation as the leaves which die in the fall. Earth teach me courage as the tree which stands all alone. Earth teach me regeneration as the seed which rises in the spring."  
- William Alexander

## Raymond News

Our Raymond store made a good start and we still need donations over there as well as customers to stop by. You will find the same great items and low prices at Raymond... and it's much neater than our Exeter store.. go check it out.

## Donations in

Customers often comment on the huge amount of donations we get and ask us how we manage. We develop a healthy level of tunnel vision and plow through them. We are happy to have so much and we do get through it eventually. Your donations are wonderful, truly awesome and we thank your all for your support.

## Donations out

We pass along many of your donations, paying it forward again... to Neighbors helping Neighbors, Newborns in need, Families First, Crossroads House, churches, shelters, food pantries, to name a few! Each item goes a long, long way.

Getting involved in local projects is always a good thing. You were superb in bringing in much needed essential for those affected by Hurricane Sandy. With huge community support, a truck driven by one of our business partners drove a truck to NY, loaded with water, hygiene products, diapers, toothpaste, gifts, chocolate, batteries, flash lights, the list goes on. We all did this together!

## Furniture and growth

We can barely remember when we opened the furniture barn next door to the store in Exeter. We provide our community with low cost, affordable furniture, décor, lamps, rugs, - more often passing along these items at no cost to local people.

## Wonder Truck

Our Wonder Truck is revving up... so if you have furniture to donate, let us know, we can pickup locally, call the community line for details: (603) 793-4284. Beep Beep!



Russ Dean &lt;rdean@town.exeter.nh.us&gt;

---

**Fwd:**

---

**Sheri Riffle** <sriffle@town.exeter.nh.us>  
To: Russ Dean <rdean@town.exeter.nh.us>

Mon, Mar 4, 2013 at 11:30 AM

----- Forwarded message -----

From: **The Town of Exeter New Hampshire** <webfeedback@town.exeter.nh.us>  
Date: Sat, Mar 2, 2013 at 8:26 PM  
Subject:  
To: sriffle@town.exeter.nh.us

You may view the completed form here:

<http://www.town.exeter.nh.us/node/9717/submission/307> Details:

–Contact Information–

First Name: Wendy  
Last Name: Gladstone  
Street Address: 24 Greenleaf Drive  
City, State, Zip: Exeter, NH, 03833  
Phone number: 603-778-1687  
Email address: WAGladstone@comcast.net  
Comment:

Please enter your requests and comments here

Dear Town of Exeter,

I have a message for Russ Dean, c/o the Board of Selectmen,  
Dear Mr Dean,

I understand that following a letter to the Editor of the Exeter  
Newsletter, the Board is considering eliminating the position of  
the town Animal Control Officer.

This would be a serious loss for our town.

As a pediatrician, I have contacted Animal Control Officers in  
many towns to report children bitten by dogs. It is essential to  
have someone responsible for assuring that troublesome dogs are  
prevented from further injuring children. This is one of the  
most important responsibilities of the Animal Control Officer.  
In addition, the Animal Control Officer assures that dogs in the  
town are registered, and in order to be registered, the dogs must  
be vaccinated against rabies. Without someone to hold owners  
responsible for their pets getting this critical immunization,  
dogs would be less likely to be protected and therefore more  
likely to transmit rabies. Because rabies is present in wild  
animals in our area, having unimmunized dogs would create a  
serious public health threat.

Please do not be "penny wise and pound foolish" by eliminating  
the Animal Control Officer. We would then have major health  
problems on our hands.

Sincerely,

Wendy Gladstone, MD

—  
**Sheri Riffle**

Town of Exeter  
Town Manager's Office  
10 Front Street  
Exeter, NH 03833  
ph: 603-773-6102  
fax: 603-772-4709

Town Manager  
10 Front St  
Exeter NH 03833

February 24, 2013

Dear Mr. Russell Dean,

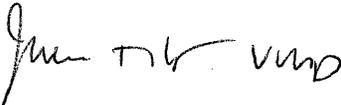
I am a veterinarian who lives and works in the town of Exeter NH. I read the recent letter to the editor in the "Exeter Newsletter" regarding Neal Jones, our local Animal Control Officer (ACO). While I cannot speak about his other duties as a police officer, I know that Neal takes his ACO job very seriously and knows the animal statutes better than most ACO's in other NH towns.

Having an ACO in town is a crucial part of protecting both animal and public health. Rabies is a fatal disease in people unless the proper medical attention is sought in time. The ACO plays a crucial role in the communication between veterinarian, state veterinary lab and physician in potentially serious cases of a person bitten by a dog, cat, or wild animal.

The ACO is responsible for enforcing the animal control state laws and town ordinances. This includes rabies licensing for dogs, enforcing Exeter's leash law and nuisance animal laws. Neal has also been called upon to help with wildlife that is acting abnormally and may potentially be carrying rabies. It is not, however, his job to take care of nuisance wildlife animals for the public, such as a family of skunks under a deck.

Neal Jones has always been professional, courteous, and helpful whenever I seek his assistance with a rabies /bite incident. Our state laws and town ordinances regarding animal control are in place to protect the animal welfare and public health and the ACO is a vital part of that system. Exeter needs an ACO and Neal has been an effective ACO from my perspective as a veterinarian.

Sincerely,

A handwritten signature in black ink, appearing to read "Julia Hunt VMD". The signature is fluid and cursive, with the first name "Julia" being the most prominent part.

Julia Hunt VMD

Town of Exeter  
Att: Russ Dean  
10 Front Street  
Exeter, NH 03833

Ref: Neal Jones, Animal Control Officer - Letter in Exeter News Letter Feb 19<sup>th</sup> 2013

Dear Mr Dean,

We are writing to let you know that not everyone is of the same opinion as expressed by Mr Addario in his letter to the Editor of the Exeter News Letter.

We know Mr Jones as a very courteous person both in his private life and as a police officer so we do not understand the complaint about his behavior. It appears that Mr Addario has a personal problem with Mr Jones and we sincerely hope that the letter will have no influence on how Mr Jones or the animal control officer position is viewed by the town of Exeter.

We also believe that Mr Addario has misunderstood the services our officers are providing to the town of Exeter. Clearly the value of an animal control officer, an officer enforcing parking rules or any other officer for that matter should not be measured in the revenue they bring in from fines or registration fees. The objective is to ensure that rules and regulations are followed to the benefit of the community and businesses of Exeter.

Regards



Claus Koop and Elisabeth Hinrichsen  
11 Blackford Drive  
Exeter, NH 03833

26 February 2013

Russell Dean,

'Animal control officer is a waste of money' was the heading on a recent letter to the editor that caught my attention last week, in the February 19<sup>th</sup> issue of the Exeter News-Letter. I confess that my immediate desire was to respond by submitting my own letter to the paper, but after considering this option, I decided it would be more worthwhile to direct my thoughts to you.

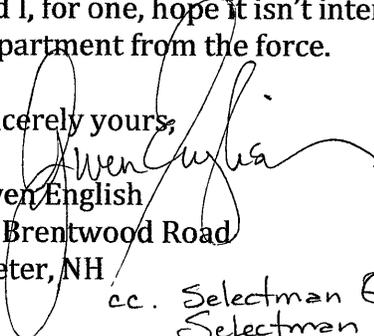
I join Mr. Addario and many others who have encountered Mr. Jones in some capacity over the years. Shortly after we moved to Exeter, he visited our house to inquire about what was thought to be a delinquent payment of our dog license, only to find that our 16-year old yellow lab had passed away. I have collected and paid for a small handful of parking tickets as a result of over-extending my welcome in municipal parking spaces. In all likelihood, the tickets were written by Mr. Jones. It is never pleasant to be reminded of an oversight, or sheer negligence, but clearly there is a role for individuals like Mr. Jones in our community, and he performs his duties fairly and professionally.

Mr. Jones responded to my concerns recently, after two dogs in our neighborhood attacked our 12-year old yellow lab. I would assume that he spoke with their owner, met the dogs, and offered some suggestions as to how to prevent future incidents. Much to my relief, these unpredictable pups are now contained in a fenced yard. I know of other residents, in different neighborhoods, who have had similar, unfortunate encounters, and all have been pleased with Mr. Jones's ability to diffuse potentially ugly and dangerous situations.

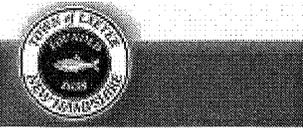
If Mr. Addario had done his homework, he would know that Mr. Jones performs many other tasks. One is as likely to see him directing traffic in the dead of winter, or shielding roadside construction crews with his police truck, as marking tires downtown. If your beloved pet has disappeared, there is comfort in knowing that a trained policeman can perhaps help, or at the least, be on the lookout for this wayward family member! If you happen to live on a road that seems to attract lead-footed drivers, there is joy in seeing Mr. Jones arrive with the mobile speed detection device. I'm certain that there are countless other duties performed by Mr. Jones that perhaps none of us are aware of. (And if I'm not mistaken, removing unwanted wild animals from under our porches is not a task that is included in his job description.)

My husband and I are as concerned about rising property taxes as everyone else, but targeting Neal Jones, as Mr. Addario has done, seems narrow-minded and vindictive. The job Mr. Jones has signed on for is not always an easy one, but I truly believe he is fair and always mindful of the letter of the law. It appears that Mr. Addario has an axe to grind, and I, for one, hope it isn't intended to cut a long time member of the Exeter Police Department from the force.

Sincerely yours,

  
Gwen English  
44 Brentwood Road  
Exeter, NH

cc. Selectman Quandt  
Selectman Clement  
Selectman Chartrand  
Selectwoman Gilman  
Selectman Ferraro



Russ Dean &lt;rdean@town.exeter.nh.us&gt;

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## dog officer

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**Smith Sally** <sallymacsmith@comcast.net>

Wed, Feb 27, 2013 at 12:37 PM

To: rdean@town.exeter.nh.us

Dear Russ Dean, I know that you are not responsible for the letter about Neal Jones that was posted last week by an angry tax payer. I would however like to speak about my experiences with the dog catcher/ ticket officer. One year I had been remiss on my dog license registration and was reminded by the dog catcher well overdue. Neal was courteous and polite in letting me know that it was time to renew. ( It was months over due)

I also had a situation when Mr. Jones came to my house because someone had complained that my dog barked whenever I was away from home. I had no idea of the problem . He was once again friendly and courteous and professional. Needless to say I was devastated about the complaint and thankful that he let me know so that I could remedy the situation. As an active dog owner, out on the street with my dog every day of the year, I appreciate that the dog catcher makes sure that other owners keep their dogs on a leash and pick up the waste and have their rabies shot up to date with a dog tag. In this era of heightened concern for safety, it is important to have a dog officer on duty and Mr. Jones does an upstanding job. Thank you for reading my statement. I hope that this will ease any angst about the qualification and character of our town dog catcher and the importance of the position. Sincerely ,Sally Smith

Christine Mont-LaButte  
5 Deerhaven Drive  
Exeter, NH 03833  
603-772-8396

February 24, 2013

Russ Dean  
Town Manager  
c/o Selectman  
10 Front Street  
Exeter, NH 03833

Dear Mr. Dean,

This past week I read in the Exeter Newsletter a Letter To The Editor titled *Animal Control Officer Is A Waste Of Money*. In this article Mr. Frank Addario slanders Neal Jones on several different issues. This letter is to tell you how I have encountered Neal Jones and to attest to his character as a good neighbor and town officer.

Neal has been a neighbor for nine years and he and his wife, Becky, have taken care of our dog in their house on many occasions. He is always caring of our dog and will go out of his way to accommodate us. On several different occasions I have called Neal to check on wild animals in our neighborhood and he has always responded quickly and courteously. I feel very safe when he is around and am glad he doesn't wear a gun on his person. It is nice to see town officials who don't have a gun in plain view.

Neal is the kind of person who took care of his two dying neighbors for over a year last year. Mr. Willard Fields suffered a heart attack in 2010 and Neal and Becky were at his bedside until he passed away. Neal then took his own time to find homes for Mr. Field's dog and flock of sheep. In the meantime, Catherine Fields, Willard's sister, was suffering from cancer and Neal and Becky nursed her daily until she died last year. They were not related to these people, but considered it their "duty" to help their neighbors.

On another note Becky's brother, Gary, who had down syndrome lived with Neal and Becky for over thirty years. Neal willingly took care of Gary day in and day out until he passed away last year. There are not a lot of people I know who would do this. He is a man of great character and loyalty.

Just recently this year Neal and Becky have taken into their home an old elderly family friend who will be living with them going forward. They continuously take care of people and have been trusted and reliable for many people I know. The acts of kindness I have seen displayed by Neal Jones over the years should attest to the character of this man. I can think of no finer person to represent the kind of police officers we want and should have in the town of Exeter.

Sincerely,

Christine Mont-LaButte  
5 Deerhaven Drive  
Exeter, NH 03833



Mr. and Mrs. Arthur E. Harkins, Jr.  
10 White Oak Drive, Apt. Z116  
Exeter, NH 03833

February 22, 2013

Mr. Russ Dean, Town Manager  
C/O Selectmen of the Town of Exeter  
10 Front Street  
Exeter, NH 03833

Dear Mr. Dean,

It has come to our attention that Exeter's Animal Control Officer, Neal Jones, has been chastised in a February 19, 2013 vindictive letter to the editor of the Exeter News-Letter for doing his job almost a year ago. It seems a shame to us that the Board of Selectmen might be considering a hearing to determine whether Neal should keep his job or be terminated because of a disgruntled resident, Frank Addario, who allegedly allowed his dog to run free in Exeter, thus flaunting our existing law.

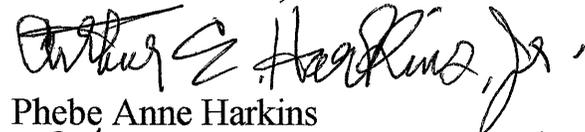
We like Neal Jones and appreciate all he does to keep this town safe for everyone, including pet owners and non-owners, who benefit from his responsible behavior of protecting law and order.

We hope the Board will keep this tempest in a teapot in its reasonable place and use its valuable time working on real problems of the town of Exeter.

Thank you for your consideration.

Sincerely,

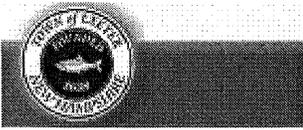
Arthur E. Harkins, Jr.



Phebe Anne Harkins



Cc: Neal Jones



Russ Dean &lt;rdean@town.exeter.nh.us&gt;

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## ENL Letter to the Editor

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Frank Ferraro &lt;fferraro2010@gmail.com&gt;

Wed, Feb 20, 2013 at 3:12 PM

To: Matt Quandt &lt;mjqandt@comcast.net&gt;, Russ Dean &lt;rdean@town.exeter.nh.us&gt;

Mr. Addario submitted a letter to the editor concerning our Animal Control Officer, which was published in yesterday's ENL. I know that Mr. Addario had previously written to the Board about the ACO and it matter was referred to Chief Kane. However, Mr. Addario raises some issues of concern in his letter and the Board should discuss this at the next meeting.

Specifically:

Does the ACO respond to calls for assistance involving all types of animals or just dogs and cats?

What is the ACO's job description?

Is the ACO truck equipped with blue lights contrary to state law?

If the ACO never/rarely responds after hours or on weekends, why does the ACO need to take the truck home at night and for lunch?

How are the tax (IRS) issues with the ACO's use of a town vehicle for commuting being handled?

Since this isn't the first time we have heard questions about the function of the ACO, it is appropriate to discuss these at our next meeting so the public can hear the answers and we don't have to go over them again. These questions are not specific to any individual and, therefore, would not come under the non-public meeting provisions of RSA 91A.

I look forward to a discussion on this matter at the next Board meeting.

Frank



# TOWN OF EXETER, NEW HAMPSHIRE

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

[www.town.exeter.nh.us](http://www.town.exeter.nh.us)

February 26, 2013

TO: Russ Dean, Town Manager  
Board of Selectmen

FROM: Mike Favreau

RE: Declaring Chairs Surplus

The COA Board is planning on buying 40 new chairs for the Senior Center/Meals On Wheels. The current chairs are in rough shape and were a donation (used) from PEA a number of years ago. I have offered them to all departments with no takers.

In order to purchase the new chairs we need the space to be available. I am requesting that these chairs be declared surplus so we can dispose of them in some manner and purchase the new ones. Thank you.



# Town of Exeter Boards, Commissions & Committees Appointment Application

**Committee Selection:**

1<sup>st</sup> Choice: EXETER HOUSING AUTHORITY 2<sup>nd</sup> Choice: NONE

Name: JAMES PLOWIE

Address: 18 BRENTWOOD RD

Email: \_\_\_\_\_

Phone: 772-3678 Cell: 502-1193

Please describe your interest in serving on this committee.

I BELIEVE THAT I CAN OFFER EXPERIENCE AND STABILITY TO THE BOARD.

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?  YES  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: James Plowie

Date: FEB-26-13

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

Exeter native  
Barber in Exeter 56 years  
Exeter Lions Club treasurer  
Assistant - Scout master  
School District Space Needs Committee  
Two term school Board member  
Chairman when SST built  
Instituted School District budget  
Committee  
One term selectman  
Eight years Chairman of Exeter Housing  
Need present and previous Directors  
During my tenure we were  
rated, by Head, one of top  
50 authorities in the country.

# SIEMENS | Foundation

March 4, 2013

The Honorable Russell Dean (Town Manager)  
10 Front Street  
Exeter, NH 03833

Dear Mayor Russell Dean (Town Manager):

The Siemens Foundation has actively supported science, technology, engineering and mathematics (STEM) education for more than a decade. Our programs from grade school through graduate school have encouraged our nation's future innovators to achieve their greatest potential. We believe that our country's ability to meet the challenges of tomorrow depends on our investment in education today. We are proud to support these leaders as they strive for excellence.

Since 1998, the Siemens Foundation has awarded scholarships and grants for excellence in The College Board's Advanced Placement program courses and exams in the areas of science and mathematics. This exceptional program rewards the nation's best and brightest AP students in every U.S. state, and we are proud to share with you this year's winners from the great state of NH.

**Students:     Albert Chu, Phillips Exeter Academy**

We hope that you will join us in recognizing these shining examples of your state's achievements in science and mathematics through a letter, proclamation or visit to meet with you in your office.

If you are able to meet with our recipients, please contact Laura Schneebacher at 732- 603-5867 or [Laura.Schneebacher@siemens.com](mailto:Laura.Schneebacher@siemens.com). It would be our pleasure to share any recognition from your state with our recipients on your behalf. Congratulatory letters or proclamations can be mailed to: Siemens Foundation, 170 Wood Avenue South, Iselin, NJ 08830.

The Siemens Foundation understands our responsibility to address the challenges to our K-12 math and science education. We encourage you to visit our website [www.siemens-foundation.org](http://www.siemens-foundation.org) to see how the Siemens Foundation educational outreach initiatives and educator professional development can support your community's science, technology, engineering and mathematics learning efforts. It is our belief that initiatives like the Siemens Competition, the Siemens Awards for Advanced Placement, the Siemens We Can Change the World Challenge and our programs from grade school through graduate school will help make a difference that will benefit our country for years to come.

Sincerely,



Jeniffer Harper Taylor  
President



**THE STATE OF NEW HAMPSHIRE**  
**DEPARTMENT OF TRANSPORTATION**



March 1, 2013

**CHRISTOPHER D. CLEMENT, SR.**  
**COMMISSIONER**

**JEFF BRILLHART, P.E.**  
**ASSISTANT COMMISSIONER**

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

**Re: Exeter Highway Block Grant Aid – in Accordance with RSA 235:23**  
**Payment for Maintenance, Construction and Reconstruction of Class IV and V Highways**

Dear Mr. Quandt:

This notice shows an updated amount of State Highway Block Grant Aid available to your town in State Fiscal Year 2013 (July 1, 2012 thru June 30, 2013). It supersedes all prior correspondence for State Fiscal Year 2013. These amounts include both the funds budgeted for State FY 2013 and the adjustment for April 2013 based on final audit of FY 2012 completed earlier this year.

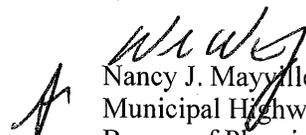
Payments were made in July 2012, October 2012, and January 2013 as per our July 16, 2012, letter. The April 2013 payment will be adjusted per that same letter as follows:

**April 2013 Adjusted Payment: \$48,679.54**  
**FY 2013 TOTAL: \$246,009.17**

Notification of Block Grant Aid for State Fiscal Year 2014 will be sent in July 2013. The notice will estimate amounts intended to be distributed for State Fiscal Year 2014 (July 1, 2013 to June 30, 2014) based on collected revenues through June 30, 2013.

Please contact us at 271-2107 if you have any questions.

Sincerely,

  
Nancy J. Mayville, P.E.  
Municipal Highways Engineer  
Bureau of Planning and Community Assistance

NJM/sdb

s:\planning\community assistance\state\blockgrantaidd\letters\bga letter\_adj.doc



# State of New Hampshire Department of Revenue Administration



109 Pleasant Street  
PO Box 1313, Concord, NH 03302-1313  
Telephone (603) 230-5950  
www.nh.gov/revenue

Kevin A. Clougherty  
Commissioner

3/4/2013

PROPERTY APPRAISAL DIVISION  
Stephan W. Hamilton  
Director

Margaret L. Fulton  
Assistant Commissioner

David M. Cornell  
Assistant Director

TOWN OF EXETER  
OFFICE OF SELECTMEN  
10 FRONT STREET  
EXETER NH 03833

Dear Selectmen/Assessing Officials:

The Department of Revenue Administration is charged with the responsibility of annually equalizing the local assessed valuation of municipalities and unincorporated places throughout the state. The Department has conducted a sales-assessment ratio study using market sales, which have taken place in your municipality between October 1, 2011 and September 30, 2012. Based on this information, we have determined the average level of buildings and manufactured housing as of April 1, 2012.

The sales values have been determined from revenue stamps and verified whenever possible. When it appears that changes in the assessed values of properties have been made solely because of the sale price, the assessed values prior to the sale have been used.

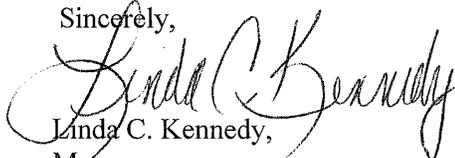
Based on the enclosed survey, we have determined the overall equalization assessment - sales ratio for the land, buildings and manufactured housing in your municipality for Tax Year 2012 to be **100.0%**. This ratio will be used to equalize the modified local assessed valuation for all land, buildings and manufactured housing in your municipality. This ratio does not include any public utility property in your municipality, nor will it be used to equalize assessed value of public utilities.

We have also determined a median ratio for the land, buildings and manufactured housing in your municipality for Tax Year 2012 to be **104.4%**. The median ratio is the generally preferred measure of central tendency for assessment equity, monitoring appraisal performance, and determining reappraisal priorities, or evaluating the need for reappraisal. The median ratio, therefore, should be the ratio used to modify the market value of properties under review for abatement to adjust them in accordance with the overall ratio of all properties in your municipality.

In an effort to provide municipalities with more detailed information regarding their level of assessment (i.e. equalization ratio) and dispersion (i.e. coefficient of dispersion and price-related differential), we have prepared separate analysis sheets for various property types (stratum). See attached summary sheet showing your municipality's figures and a further explanation of the D.R.A.'s stratified analysis.

**Please review the enclosed list of sales used in determining your assessment-sales ratio. If any incorrect data has been used, or if you would like to meet with me to discuss this ratio or an alternate ratio methodology as outlined in the accompanying information sheet, please contact me immediately.**

You will be notified of your municipality's total equalized valuation when the Department has completed its process of calculating the total equalized valuation.

Sincerely,  
  
Linda C. Kennedy,  
Manager

TDD Access: Relay NH 1-800-735-2964

*Individuals who need auxiliary aids for effective communication in programs and services of the Department of Revenue Administration are invited to make their needs and preferences known to the Department.*