

**Exeter Board of Selectmen Meeting  
Monday, May 4<sup>th</sup>, 2015, 6:50 p.m.  
Nowak Room, Town Office Building  
10 Front Street, Exeter, NH**

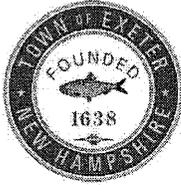
1. Call Meeting to Order
2. Board Interviews – EDC
3. Bid Openings/Awards
4. Public Comment
5. Minutes & Proclamations
  - a. Proclamations/Recognitions – Public Works Week
  - b. Regular Meetings: April 13<sup>th</sup>, 2015, April 20<sup>th</sup>, 2015
6. Appointments
7. Discussion/Action Items
  - a. New Business
    - i. Town Forest Management Plan – Don Briselden, Conservation Commission
    - ii. 2015 Paving Proposal: Bell & Flynn - DPW
    - iii. Quarterly Financial Report – January – March 2015 - Finance
    - iv. Blue Sign Request: Inn By the Bandstand
    - v. BOS Goals Report 2015 - Primex
  - b. Old Business-
    - i. Committee Appointments - Selectboard
    - ii. Stratham Water Purchase Agreement – Town Manager
    - iii. Linden Commons Encroachment Agreement - Conservation
8. Regular Business
  - a. Tax, Water/Sewer Abatements & Exemptions
  - b. Permits & Approvals
  - c. Town Manager’s Report
  - d. Selectmen’s Committee Reports
  - e. Correspondence
9. Review Board Calendar
10. Non Public Session
11. Adjournment

Julie Gilman, Chairwoman  
Exeter Selectboard

Posted: 05/01/15 Town Office, Town Website

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

AGENDA SUBJECT TO CHANGE



**Town of Exeter**  
Town Manager's Office  
10 Front Street, Exeter, NH 03833

**Statement of Interest  
Boards and Committee Membership**

Committee Selection: ECONOMIC DEVELOPMENT COMMISSION

New  Re-Appointment  Regular  Alternate

Name: CHRISTOPHER SURRETTE Email: CSURRETTE@GMAIL.COM

Address: 102 MAIN ST. EXETER Phone: 607.342.7303

Registered Voter: Yes  No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

*I have been an Exeter resident for 6 years and plan on living here long term as we raise our young family. I am very interested in being part of the continued as well as sustainable growth of our town and believe I can represent a powerful voice of like minded families and professionals that call Exeter home. I currently own the sales organization of a private consulting firm based out of NY and have been responsible for the creation and growth of multiple new business units for the past 5 years. I believe these skills can be utilized*

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

*in a role within our town to support the current and future businesses that choose to do business here in our town*

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

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.

I certify that I am 18 years of age or older:

Signature: *[Handwritten Signature]*

Date: 4/22/2015

Town Manager's Office

APR 22 2015

Received



**Town of Exeter**  
 Town Manager's Office  
 10 Front Street, Exeter, NH 03833

**Statement of Interest  
 Boards and Committee Membership**

Committee Selection: Conservation Commission

New  Re-Appointment  Regular  Alternate

Name: JOANNA PELLERIN Email: kompost@comcast.net

Address: 175 HIGH ST. Phone: 772-3083

Registered Voter: Yes  No

Statement of Interest/experience/background/qualification, etc. (resume can be attached).

*I would like to serve the town by helping to conserve its natural resources for future generations. I have past experience on the Conservation Commission. I worked as a coordinator for the State Conservation Committee under the Department of Agriculture, and I continue to serve as a Supervisor of the Rockingham County Conservation District.*

If this is re-appointment to a position, please list all training sessions you have attended relative to your appointed position.

I understand that: 1. this application will be presented to the Exeter Selectboard only for the position specified above and not for subsequent vacancies on the same board; 2. The Town Manager and Selectboard may nominate someone who has not filed a similar application; 3. this application will be available for public inspection.

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.

I certify that I am 18 years of age or older:

Signature: Joanna Pellerin Date: March 24, 2015



Town of Exeter  
Public Works Department

*Preserving, Enhancing  
Community & Environment*

# Memo

To: Russ Dean, Town Manager  
Doreen Ravell, Finance Director  
From: Jennifer R. Perry, P.E., Public Works Director  
Copy: Jay Perkins, Highway Superintendent  
Date: 04/17/15  
Re: Loader-Mounted Snow Blower

The Public Works Department presented quotes to the Finance Department to obtain lease/purchase financing for the loader-mounted snow blower that was approved at the 2015 Town Meeting. Only two quotes were presented, as there are only two New Hampshire dealers providing this type of machine: Donovan Equipment Co., of Londonderry and H. P. Fairfield, of Pembroke. Currently there are no loader-mounted snow blowers on the New Hampshire state bid list.

	<b>RPM Tech LM220 Donovan Equipment Co.</b>	<b>SnoGo MP3D w/Cat C9 H.P. Fairfield</b>
Max Engine Output (HP)	300	275
Snow Output (tons/hr)	2,750 - 3,000	1,800 to 2,000
Wireless Control	Yes, mounts both loaders	No, hard wire mounts 1
Skid shoe carbide inserts	Standard	Optional
Augers	2 - 20 inch	3 - 14 inch
Variable Pitch Fan	Option added	Not available
Engine Warranty	2 yr	1 yr
Net Total	\$142,544	\$148,500
<u>1990 SnoGo Trade-In</u>	<u>\$14,000</u>	<u>\$14,000</u>
Net Total with Trade	<b>\$128,544</b>	\$134,500

The RPM Tech LM220 machine is a better value for the Town as seen in the above comparison. We called public works personnel in Keene, Bangor and Laconia, who have used the RPM Tech snow blowers; they are satisfied with the equipment and appreciate the responsive customer service from both manufacturer and dealer.

Donovan's quote is \$26,017 below the warrant article authorized amount of \$154,561.

Town of Exeter  
 Comparison of Lease Quotes for DPW RPM Tech Snow Blower LM220  
 As of April 8, 2015

Equipment Cost	142,544
Less:	
Trade In Value	(14,000)
Financed Amount	<u>\$ 128,544</u>

Leasing Company:      Tax Exempt Leasing

Lease Amount	\$ 128,544
*Lease Period	5 Years
Interest Rate	2.58%
Annual Payment	\$ 27,034.94
Total Interest over Life of Lease	\$ 6,630.71
Total Cost of Lease	\$ 135,174.70

Leasing 2, Inc

\$ 128,544
5 Years
3.95%
\$ 28,202.95
\$ 12,470.75
\$ 141,014.75

Cal First

\$ 128,544
5 Years
3.066%
27,284.36
\$ 7,877.80
\$ 136,421.80

\* First Payment Due at Lease Signing

**Recommendation: Tax Exempt Leasing Co.**

Town of Exeter  
 Amortization Schedule  
 1-RPM Tech Snow Blower LM220

Lease Rate  
 2.58%

Quote: Tax Exempt Leasing

Description	Amount	Term	Period
Lease	\$128,544.00	5	Years
Lease Payment	\$27,034.94	1	Annual

Payment Schedule

Event	Lease	Payment	Interest	Principal	Balance
Total Lease Amount	\$128,544.00		\$0.00	\$0.00	\$128,544.00
Lease Payment 1		\$27,034.94	\$0.00	\$27,034.94	\$101,509.06
Lease Payment 2		\$27,034.94	\$2,618.93	\$24,416.01	\$77,093.05
Lease Payment 3		\$27,034.94	\$1,989.00	\$25,045.94	\$52,047.11
Lease Payment 4		\$27,034.94	\$1,342.82	\$25,692.12	\$26,354.99
Lease Payment 5		\$27,034.94	\$679.96	\$26,354.98	\$0.00
<b>Grand Total</b>	<b>\$128,544.00</b>	<b>\$135,174.70</b>	<b>\$6,630.71</b>	<b>\$128,543.99</b>	<b>\$0.00</b>

Town of Exeter  
 Amortization Schedule  
 1-RPM Tech Snow Blower LM220

Lease Rate  
 3.95%

Quote: Leasing 2, Inc.

Description	Amount	Term	Period
Lease	\$128,544.00	5	Years
Lease Payment	\$28,202.95	1	Annual

Payment Schedule

Year	Description	Lease	Payment	Interest	Principal	Balance
	Total Lease Amount	\$128,544.00		\$0.00	\$0.00	\$128,544.00
2015	Lease Payment 1		\$28,202.95	\$4,072.28	\$24,130.67	\$104,413.33
2016	Lease Payment 2		\$28,202.95	\$3,307.82	\$24,895.13	\$79,518.20
2017	Lease Payment 3		\$28,202.95	\$2,519.14	\$25,683.81	\$53,834.39
2018	Lease Payment 4		\$28,202.95	\$1,705.48	\$26,497.47	\$27,336.92
2019	Lease Payment 5		\$28,202.95	\$866.03	\$27,336.92	\$0.00
<b>Grand Total</b>		<b>\$128,544.00</b>	<b>\$141,014.75</b>	<b>\$12,470.75</b>	<b>\$128,544.00</b>	<b>\$0.00</b>

Town of Exeter  
 Amortization Schedule  
 1-RPM Tech Snow Blower LM220

Lease Rate  
 3.066%

Quote: California First National Bank

Payment Summary

Description	Amount	Term	Period
Lease	\$128,544.00	5	Years
Lease Payment	\$27,284.36	1	Annual

Payment Schedule

Year	Description	Lease	Payment	Interest	Principal	Balance
	Total Lease Amount	\$128,544.00		\$0.00	\$0.00	\$128,544.00
2015	Lease Payment 1		\$27,284.36	\$0.00	\$27,284.36	\$101,259.64
2016	Lease Payment 2		\$27,284.36	\$3,104.26	\$24,180.10	\$77,079.54
2017	Lease Payment 3		\$27,284.36	\$2,362.99	\$24,921.37	\$52,158.17
2018	Lease Payment 4		\$27,284.36	\$1,598.99	\$25,685.37	\$26,472.80
2019	Lease Payment 5		\$27,284.36	\$811.56	\$26,472.80	\$0.00
	<b>Grand Total</b>	<b>\$128,544.00</b>	<b>\$136,421.80</b>	<b>\$7,877.80</b>	<b>\$128,544.00</b>	<b>\$0.00</b>

National Public Works Week  
May 17-23, 2015

A Proclamation

WHEREAS, public works infrastructure, facilities, and services are of vital importance to sustainable communities and to the health, safety and well-being of the people of the Town of Exeter; and

WHEREAS, such facilities and services could not be provided without the dedicated efforts of public works professionals, engineers, managers and employees from State and local units of Government and the private sector, who are responsible for and must plan, design, build, operate, and maintain the transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential to serve our citizens; and,

WHEREAS, it is in the public interest for the citizens, civic leaders and children of this community to gain knowledge of and to maintain a progressive interest and understand the importance of public works and public works programs in their community; and

WHEREAS, it has been demonstrated that Public Works provides critical response capabilities, experience and support to all levels of government and town agencies in times of natural and man-made disasters; and

WHEREAS, the year 2015 marks the 55<sup>th</sup> annual National Public Works Week sponsored by the American Public Works Association,

NOW, THEREFORE, WE, The Board of Selectmen of the Town of Exeter, New Hampshire, do hereby designate the week May 17-23, 2015, as National Public Works Week; and we urge all our people to join with representatives of governmental agencies and the American Public Works Association in activities and ceremonies designed to pay tribute to our public works professionals, engineers, managers and employees and to recognize the substantial contributions they have made to our health, safety, and welfare and quality of life.

## Draft Minutes

### Exeter Board of Selectmen

April 13, 2015

#### **1. Call Meeting to Order**

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

#### **2. Board Interviews: Planning Board**

The Board had reconvened after a 6:50pm interview for a volunteer.

#### **3. Bid Openings/Awards**

None.

#### **4. Public Comment**

Brandon Stauber, Exeter resident, commented about Darren Winham having outside employment. He wondered how much Mr. Dean and the BOS knew about hours he was committing for another town. He claimed Mr. Dean and Mr. Winham hid their involvement in this. He said the comments that Mr. Winham had been working 80+ hours with Exeter are no true. He said Mr. Dean did not disclose enough information about Mr. Winham to the BOS. He wondered if Mr. Winham is working for a competitive town. He asked how much time went into the TIF and if Mr. Winham is eligible for full benefits even though he is not working full-time. He said he resigned from the EDC because of Mr. Winham and Mr. Dean's behavior. He said he has lost all trust in the BOS. Vice Chair Clements asked Mr. Stauber for his list of questions to be answered.

#### **5. Minutes and Proclamations**

##### **a. Proclamations/Recognitions**

None.

##### **b. Regular Meetings: March 23, 2015**

Selectwoman Surman said all "Gilman Lane" references need to be changed to "Gilman Street".

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to accept the minutes of the March 23, 2015 BOS meeting, as amended. Motion carried – all in favor.

## **6. Appointments**

None.

## **7. Discussion/Action Items**

### **a. New Business**

#### **i) Stadium Well Lease Agreement**

A Motion had been made by Vice Chair Clement to accept the agreement, but he pulled it back before there was a second so they could have public comment.

Frank Ferraro said he did not see this in the packet and asked where he could find it for public review. He said the public should review it before it is accepted. Chairwoman Gilman said the Board feels really comfortable with the terms of the agreement, and they are ready to move forward. Mr. Dean said it has been negotiated with counsel. Mr. Ferraro said he was disappointed it wasn't in the packet. He said he would like to see future agreements put before the public before they are passed.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve the Stadium Well Lease between Exeter and Phillips Exeter Academy. Mr. Dean said the new agreement is a 30 year agreement. It is an agreement between Exeter and Phillips Exeter Academy to use up to 5,000 gallons a year. Chairwoman Gilman said the lease is providing access for maintenance of the stadium well. Vice Chair Clement made a comment about starting the work to connect the well to the pump station. With a Motion on the table, the Board voted, passing the Motion unanimously.

#### **ii) Gilman Street Agreement**

Chairwoman Gilman said the Board and Phillips Exeter Academy have made an agreement, but there are still a few tweaks in the wording. She said they are not ready to sign it today.

#### **iii) Accept Great Dam Grants**

Mr. Dean said Jen Mates, Assistant Town Engineer, just needs Motions to accept these grants.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to accept State Conservation Committee funds and enter into a contract with the State Conservation Committee and further authorize the Town Manager to execute any documents which may be necessary for this contract. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement accept New Hampshire of Environmental Services Aquatic Resource Mitigation funds and enter into a contract with the New Hampshire Department of Environmental Services and further authorize the Town Manager to execute any documents which may be necessary for this contract. Motion carried – all in favor.

#### **iv) Outside Employment Policy Discussion**

Chairwoman Gilman said currently there is not a policy for employees working at other jobs outside of the town. She said the question has come to put a policy on this and she said they need to review it. Selectman Chartrand said that he is not of the opinion that there is a problem, but he is willing to listen to others. Selectwoman Surman asked what brought this up. Chairwoman Gilman said it has to do with Mr. Stauber's previous comments. She asked the Board if they should come up with a policy.

Vice Chair Clement said he is weary about creating a policy for something that doesn't exist. He said he did some research and this is a difficult policy. He said you can't legislate an employee having another job to implement their income. He said it is not a good idea to put restrictions on this. His couple issues are relating it to performance, having a conflict of interest, and managing how an employee should be using company resources in pursuit of their other employment.

Chairwoman Gilman asked if they even want to have this discussion. Selectwoman Belanger said she doesn't think they need to but she is open to listen. Selectwoman Surman asked if there are Human Resources issues and wondered in general why they are spending time on this unless this issue has arisen several times. Chairwoman Gilman said this is simply a situation of outside employment.

Mr. Dean said the town does not have a policy governing this. He said it is a slippery slope. In his research, there is one town with a paragraph of a policy, and that was all he found. There is no requirement to approve outside employment. He said if the Board wants to move forward, he suggests the issues be fully vetted and understood before it is done.

Selectman Chartrand left this to the Chair. He suggested looking over Vice Chair Clement's proposed policy, which he drafted if the Board decided to move forward with this.

Mr. Ferraro said employees should be able to have outside employment as long as there is not a conflict with their current job with the town. He said they are contracting for a fixed amount of hours per week. He asked the management in town to understand that employees

can have a second job as long as it doesn't conflict with their obligated hours with the town. He said it is not 40 hours/week when you're salary. He said you are on the job 24/7. The Board disagreed, saying there has to be limits. Mr. Dean said full-timers put in 40 hours/ week, at least. He reached out to many other municipalities on this and only got one response.

Chairwoman Gilman said they would put this on an upcoming agenda for further discussion.

#### **v) EDC Ordinance Discussion**

Selectman Chartrand said EDC met last week. They had considered a lot of Mr. Dean's research. Mr. Dean went through the history, saying that in 1968 the Selectboard accepted an ordinance to create the EDC. In 1975, the Board established a separate non-profit EDC. The question is if it should stay on the books long term. It is in good standing with the Secretary of State. Selectwoman Surman asked if a non-profit report is filed for it. Mr. Dean showed an example of a report that is filed. He said it is in good standing and everything is up to date.

Selectman Chartrand said the EDC has asked what should do now. The EDC thought Selectman Chartrand should come to the BOS and ask permission to figure out how to reform it themselves. They would like to clean up and sort everything out.

Vice Chair Clement said things have evolved since 1968. He said what the EDC had created then needs to be redone. He would like to see the BOS come up with some recommendations with Mr. Dean and have EDC's input. He said the new model committee should be televised. Selectman Chartrand reminded that the EDC did want to reform this themselves.

Selectwoman Surman asked if the EDC thinks they need a new mission statement. She said the town now has a position that can help get stuff done. She said they had said they were looking for someone to lead them and now they have that with the Economic Development Director.

Selectwoman Belanger suggested Mr. Winham be part of the conversation.

Selectman Chartrand said the EDC had decided there is definitely a role for them. Selectwoman Belanger wondered if there is any negative thing that would come of dropping the not for profit status. Mr. Dean said the funds return to the town when a not for profit is dissolved. He also said that whatever comes out of this process, it is a Selectboard ordinance.

Chairwoman Gilman said if the EDC wants to figure themselves out, they should then come to the BOS. Selectman Chartrand said yes, it is ultimately up to the Selectboard but they had just asked to work on this amongst themselves first. Chairwoman Gilman said they could form it and dictate it; whether it starts here or there is doesn't really matter. Vice Chair

Clement suggested looking at other towns for reference. Selectman Chartrand suggested letting the EDC run with it, then schedule a joint meeting between EDC and BOS.

Mr. Ferraro said it is wise to dissolve the non-profit. He asked if the tax forms have been filed with the IRS. Mr. Dean suggested not going down that road as there are different models of nonprofits. Mr. Ferraro said they all have tax reporting liability. He said the Board members need to realize that they are not a town board so they are individually liable. He asked how much money the EDC has. Chairwoman Gilman said they can find out. Mr. Dean said he has not found any reports to the IRS in the file, but they need to have a review. He also said there is not much money in left.

## **b. Old Business**

### **i) Review 2015 Business and Projects**

Chairwoman Gilman said the goal setting meeting went well on Saturday. She went briefly through the 2015 calendar. Mr. Dean said the Sportsmen's Club invited the BOS to do a site walk and tour the berm. Vice Chair Clement thought that was a good idea. Mr. Dean said if they could figure out a day, he would get back to them.

Chairwoman Gilman continued from Regular Business to Infrastructure/Projects. She asked for logistics on when/where the start of the sidewalks project would be. Vice Chair Clement suggested having someone from DPW come in and talk about the plan.

Vice Chair Clement said the Great Dam project will not be completed by 9/15, as referenced in the packet, but it will be started by 9/15.

In regards to parking, Chairwoman Gilman talked about the possibility of a parking garage. She then went on to Other/Initiatives. She asked the Board if they wanted another All Boards Meeting. Selectman Chartrand said yes, it is always good to get all together. Selectwoman Belanger agreed, saying it was very informative. Selectwoman Surman said it needs some more structure, but she would not mind seeing another meeting.

Chairwoman Gilman continued reading the rest of the projects.

## **8. Regular Business**

### **a. Tax, Water/Sewer Abatements & Exemptions**

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 32, lot 18 in the amount of \$2,500. Motion carried - all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 104, lot 79, unit 1001 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 215 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to deny a Veteran's Credit for map 68, lot 6, unit 133. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve an Elderly Exemption for map 63, lot 29 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve an Elderly Exemption for map 64, lot 105, unit 52 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve an Elderly Exemption for map 64, lot 4 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve the following Disability Exemptions, all in the amount of \$125,000 each, for map 64 lot 105 unit 43, map 28 lot 6, and map 90 unit 11. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Veteran's Credit for lot 95, unit 1 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve an Elderly Exemption for map 85, lot 89, unit 12 in the amount of \$125,251. Motion carried – all in favor.

**b. Permits & Approvals**

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve an application for use of the Town Hall for Greg Bisson for the Sweet Heart Family Dance on February 19, 2016 from 4-10pm. Motion carried – all in favor.

**c. Town Manager's Report**

Mr. Dean reported the following:

- He met with the representatives of Riverwoods on April 1<sup>st</sup> to discuss ways to further engage Riverwoods into the community as part of their outreach efforts.
- He read a letter from Stratham regarding Fire Department staff, wondering if Exeter would be first responders to Stratham. He got the letter April 8. The Board said they are interested but have a few concerns. Mr. Dean said they should look at this carefully.

**d. Committee Reports**

Selectwoman Belanger reported her first Conservation Commission would be meeting tomorrow. Also, the Housing Committee is taking applications.

Selectman Chartrand reported EDC met and talked about reformation. A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to accept Brandon Stauber's resignation. Vice Chair Clement said they should be consistent with all other resignations. With a Motion on the table, the Board voted and passed the Motion unanimously. He said they also reviewed election results. The Commission is happy with the TIF article approvals. He said the EDC does have a couple openings. They want it to be a full membership before reformation. The meetings will also be moved back to mornings.

Selectwoman Surman reported Swasey Parkway met. She said they are a very small but passionate group. They are working on mowing bids.

Vice Chair Clement reported Planning Board met and had a Preliminary Review on 80 Epping Road. He said the Dam Remembrance Committee also met, and the Safety Committee. The Rockingham Planning Commission met last Wednesday.

Chairwoman Gilman talked about a Public Hearing from COAST. There are lots of good ideas for solutions. She also said goals setting was Saturday and HDC will meet Thursday.

**e. Correspondence**

The following correspondence were included in the packet:

- Letter from Comcast regarding commencement of renewal process
- Letter from the Sportsmen's Club annual report
- Letter from ESC regarding new member orientation
- Letter from ESC regarding membership
- Letter from Robyn Giard thanking the town for all their help

- Moody's Investors Service rating action

**9. Review Board Calendar**

The next BOS meeting will be April 20, 2015.

**10. Non-Public Session**

A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger to go into non-public session under RSA 91-A:3 paragraph C at 8:47pm. Motion carried – all in favor.

The Board emerged from non public session and stood adjourned at 9:40 p.m..

Respectively submitted,

Nicole Piper  
Recording Secretary

## Draft Minutes

### Exeter Board of Selectmen

April 20, 2015

#### 1. Call Meeting to Order

Chairwoman Julie Gilman called the regular meeting to order at 7:09 pm in the Nowak Room of the Exeter Town Offices building. Other members present were Vice Chair Don Clement, Selectwoman Nancy Belanger, Selectwoman Anne Surman, and Selectman Dan Chartrand. Town Manager Russell Dean was also present.

#### 2. Board Interviews: Planning Board

The Board had reconvened after a non-public session at 6:50 p.m. regarding employee compensation and an interview for the planning board.

#### 3. Bid Openings/Awards

None.

#### 4. Public Comment

Mike Dawley, of Exeter, spoke about moonlighting. He said he had spoken about this 28 days prior, and he wanted to address the issue again. He gave the Board an article. He had printed it off his computer January 1, 2015. He asked the Board to take a stand on this issue. He believes there were errors made in the hiring of the Economic Development Director. He said Mr. Winham worked 380 hours on another job after being hired for Exeter. He said you don't need an employment policy to wrap up these errors. He asked for a decision from the Board tonight. Chairwoman Gilman said there will be a process to come to a decision on this. It will depend on what the Board, as a whole, wants to address this.

Gerry Hamel asked if all parties have signed off on the Stadium well. Chairwoman Gilman said they are expecting them to sign this week.

Brandon Stauber said he had not gotten any responses from his questions he asked at the last BOS meeting. He challenged the whereabouts of the minutes from the meeting. In regards to an article in the newspaper, he said Chairwoman Gilman should clarify. He said it is not up to Mr. Winham to come up with what is a conflict of interest. He said they need to get to the bottom of this issue. He said he does not think the Board was been honest with the townspeople.

Bill Campbell talked about the upcoming development in the TIF area of Epping Road. He is concerned with residential going in the TIF. He thought it was supposed to be commercial development. He said taxes from the units at the old cement factory will go to the town. Taxes from residential will go to the TIF district, not the town to help pay for children's schooling. It is anticipated that if residential goes into the TIF, there will be children who go to school. He gave some financial stats regarding schools. He is frustrated with what is going into the TIF. He said no one has a general idea of what will be going in there. No one ever really thought about the costs of these kids going to school here and the tax burden. Chairwoman Gilman said she would like to have this an agenda item, so there is some clarification.

Frank Ferraro looked at the minutes of the last non-public session. He asked the Board to try to have the minutes of the meetings more accurately reflect what went on at the meetings.

Selectwoman Surman said she wanted to know what action the Board is going to take on the hiring on Mr. Winham. She wondered what more he could have done if he wasn't devoting some of his hours elsewhere. Chairwoman Gilman thought that questions of actions should not be of a public discussion, saying his reputation could be harmed. Selectwoman Surman said they owe the town an explanation. She wanted to know what action will be taken. Mr. Dawley spoke, saying he wanted to hear about the hiring process. Selectman Chartrand urged the Board to be careful on this matter. Vice Chair Clement said they need to come up with some answers. He said it is up to the Board to be public or non-public. He said this is a tough line to walk. Chairwoman Gilman said the process of hiring personnel is a review, recommendations, questions and answers. When a decision is made, if someone needs to finish up a job, that needs to be disclosed. Selectwoman Surman said this is a unique situation, which is why everyone is getting upset. Mr. Ferraro said this is a unique position. He said there is a conflict in this position. He said this position is supposed to be stretched out as far as possible to get business in Exeter. He wondered how Mr. Winham can do that when Waterbury is trying to get him to do the same thing. He talked about a conflict of interest. He said there are a whole bunch of issues. Vice Chair Clement said he does not have a problem with someone having outside employment. He said at the time a decision was made for the Economic Development Director, his recollection was that he had some work to finish up, but that he was starting immediately. He said he would have wanted to know the extent of his work to finish up. Mike Dawley asked if this issue was going to go into a non-public session. Chairwoman Gilman said she was not sure, that it was up to the Board.

## **5. Minutes and Proclamations**

### **a. Proclamations/Recognitions**

None.

**b. Special Meetings: April 11, 2015**

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to adopt the minutes of the April 11, 2015 BOS special meeting. Motion carried – all in favor.

**6. Appointments**

A Motion was made by Vice Chair Chartrand and seconded by Selectwoman Belanger to appoint John Hauschildt to the Planning Board with a term ending April 30, 2017. Vice Chair Clement said he had no questions about Mr. Hauschildt's credentials, but he is opposed to an individual sitting on two Boards. The law says he can, but he shouldn't. The ZBA and the Planning Board are the two most prominent land use Boards in town. He doesn't think it's right for one person to sit on both. Selectwoman Surman agreed and said he should pick one Board. Selectman Chartrand thought it would be good to allow communications between the Boards. Chairwoman Gilman was intrigued by this and had positive feelings. She thinks it can be a benefit to both Boards. Mike Dawley spoke, saying it might be legal but that it is a bad idea. Lionel Ingram spoke, saying he is concerned about this. With a Motion on the table, the Board voted, passing it with a 3-2 vote, Clement and Surman voting nay.

**7. Discussion/Action Items**

The agenda went a bit out of order, as the Board dealt with Old Business before New Business.

**b. Old Business**

**i) Committee Appointments**

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Don Briselden as a full voting member to the Conservation Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Virginia Raub as a full voting member to the Conservation Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Jane Kiernan as a full voting member to the Exeter Arts Committee with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Lizabeth MacDonald as a full voting member to the Exeter Economic Development Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Brian Lortie as a full voting member to the Exeter Economic Development Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Boyd Allen as a full voting member to the Exeter Housing Authority with a term ending April 30, 2020. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Barbara Chapman as a full voting member to the Exeter Housing Authority with a term ending April 30, 2020. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Richard Huber as a full voting member to the Exeter River Study Committee with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Frank Ferraro as a full voting member to the Exeter River Study Committee with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint John Merkle as a full voting member to the Heritage Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Pam Gjetum as a full voting member to the Historic District Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Katherine Woolhouse as a full voting member to the Planning Board with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Pete Cameron as a full voting member to the Planning Board with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Gwen English as a full voting member to the Rockingham Planning Commission with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Robert Prior as a full voting member to the Zoning Board of Adjustment with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to appoint John Hauschildt as a full voting member to the Zoning Board of Adjustment with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Hank Ouimet as an alternate member to the Zoning Board of Adjustment with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint John Gilbert as a full voting member to the Water and Sewer Advisory Committee with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Bob Kelly as a full voting member to the Water and Sewer Advisory Committee with a term ending April 30, 2018. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Valerie Oulette from an alternate member to a full voting member to the Historic District Commission with a term ending April 30, 2017. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Robert Mike-Mayer as an alternate member to the Planning Board with a term ending April 30, 2018. Motion carried – all in favor.

Mike Dawley said when he was on ZBA he had to go to from a full member to an alternate after sitting on the Board for two terms. There was discussion about going from a full member to an alternate on the ZBA. Mr. Dean said policies are meant to follow the state law. Mr. Ferraro said if the Board wants to change a policy, they can.

Selectman Chartrand and Vice Chair Clement withdrew their Motion and second that appointed John Hauschildt to the ZBA. Chairwoman Gilman said they would let this go to counsel and table this conversation until they get more information.

**a. New Business**

**i) CAPE Project Update – Paul Kirshen, UNH**

Paul Kirshen, a Professor at UNH, said they started this project two and a half years ago. It is funded by NOAA. The purpose of the project is to work with the town to come up with a water adaptation plan with Exeter. He said over the summer they will be working on the adaptation part of the project. He showed a slide that showed the depths of flooding on roads with the dam out. He also showed a slide of what the flooding would look like in the year 2040. He said this map would be useful for the Fire Department and first responders. They are starting April 30<sup>th</sup> to engage with the town. Mr. Dean said the work done by UNH has been

grant funded. It is reflective of the town's relationship with UNH. Vice Chair Chartrand said a lot of the data is used for the WISE project. Mr. Kirshen said this project requires input from the town. He said he appreciated the support and interest he has gotten on this project and he looks forward to working with the town.

## **ii) Great Dam Remembrance Committee Report**

Bill Jordan gave a slideshow. He said they have had five meetings. He has gotten a lot of input. He showed a before/after picture of the dam removal. He had some recommendations that the Committee came up with in regards to dam remembrance. Selectman Chartrand said he appreciated how quickly this Committee was assembled and all the work they have done. Chairwoman Gilman said the next step is the BOS will pass on the recommendations to the Division of Historical Resources. Vice Chair Clement said they will send this to the Division of Historical Resources if this is what the BOS wants. He said he wants to forward the recommendations. He said there is \$30,000 in the budget for this type of project.

A Motion was made by Vice Chair Clement and seconded by Selectwoman Belanger that the BOS recommend to the State Division of Historical Resources that they would like to move forward on items 1-6 on this list for mitigation measures. Motion carried – all in favor.

## **iii) GSGT Easement Relocation**

Mr. Dean said the Board had already approved this before counsel had looked at it. There are some issues with the languages about taxes, as the prior easements didn't include tax language and this one does. He said other than that, this is set for signature. The Board signed the easement signature page.

## **iv) Stratham Water Sharing Agreement**

Chairwoman Gilman asked if this is finalized. Mr. Dean said it is not a final agreement. The framework to move forward is to be presented to both Boards later this year. He talked about what was added in to the agreement. Due to improved metering, the average demand for water in the past 12 months is .99 million gallons per day, versus the 1.53 million gallons per day that the town peaked at. The budget for this is \$6.5 million, of that \$1.2 million is being forgiven by the DES. Exeter's cost will be \$3 million. Stratham will get 125,000 gallons per day to start. The agreement includes Stratham paying Tier 2 or Tier 3 to Exeter.

Vice Chair Clement asked to stop calling it "water sharing". Exeter is selling it. Stratham is a customer. He said he still have a problem with #3 in the agreement. He said it will give the impression it is all about buying into the facility. He asked if they can get a high/low volume of water the TIF will require. He wants to make sure Exeter is still on the safe side as far as water supply. He asked what they are basing Stratham's buy-in on. He asked if they can base it on

Exeter's value of infrastructure. He asked for a general assessment of value. He would like more information before going forward.

Selectwoman Surman said she doesn't want Stratham to be just a ratepayer. If there are other entities that they can tie into, there should be another fee.

Chairwoman Gilman asked if the RSA talks about taxation from new shared sources. Mr. Dean said yes, it does.

Gerry Hamel said he voted for the \$6 million, but he wished he had known about the Stratham idea. He thinks it is premature to jump into this. He is concerned with the TIF coming in that there won't be enough water. He hopes the Board looks into this before jumping in.

Jennifer Perry said in regards to costs, they do have some good info. The water use study is an important piece. In regards to flows coming from Epping Road, she has some good preliminary numbers. The surface water plant capacity is 1.7 MGD and the groundwater treatment plant has a 1 MGD capacity.

Bob Kelly said a small group was appointed to work with Kleinfelder. He said Stratham is an entity and it has always been looked at like that. This is not "water sharing". He talked about the impact fee. Stratham will be on their own for fire flow. He said they are looking at this like a large industrial user who is playing real rates. He said this will work out for everybody. He said if you ask for an impact fee on top of the \$2 million, it is a deal breaker. He thinks \$2 million is fair. They have spent 1.5 years on this, and he doesn't want to see Stratham walk away.

Selectwoman Surman said she wouldn't compare Stratham with a GE plant. She said if a GE went into the TIF district, they would not only be a rate payer, but would also help with the tax base and Stratham won't do that. She is weary to give water up. Mr. Kelly said that his studies have shown that there is a good buffer in regards to the amount of water.

Vice Chair Clement is comfortable with the \$2 million. He would like to feel more secure with the volumes.

Selectman Chartrand suggested to ask Mr. Dean to clean up the Memorandum of Understanding per suggestions. He talked about asking DPW to get an estimate on the high/lows. They would change the "water sharing" title to delete "sharing". Also, Vice Chair Clement doesn't want direct connection to the groundwater plant. Also, there needs to be a "by" put into #1. Selectwoman Surman would like further impact fees to any other entity who would plug into the water. Mr. Dean said this is 125,000 gallons per day, and that is the max Stratham is asking for. That is a small percentage in comparison to a 2.7 million gallon capacity. Vice Chair Clement asked if there is a deadline to agreeing. Mr. Dean said Stratham is looking for a commitment. Mr. Kelly said there is somewhat of an urgency to this. Selectwoman Surman asked if they voted on money. Mr. Kelly said they voted in \$145,000 for engineering.

#### **v) Inflow/Infiltration Policy**

Mr. Dean said this was a follow-up from last meeting. DPW is looking for approval from the Board. He said DPW is comfortable with moving forward. The BOS will be approving the program and DPW will be giving this to EPA. Vice Chair Clement said the references to 1506.1 and 1502.1 are not changes, they're only references. He said there are no changes to the ordinance. Jen Perry said that is correct.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand that the BOS adopt the Policy Statement Private I/I Public Education, Outreach and Enforcement Program. Motion carried – all in favor.

Ms. Perry said this will be online and readily available.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to amend the prior Motion to add that the Chair will sign this on behalf of the BOS. Motion carried – all in favor.

#### **vi) Linden Commons Encroachment Agreement**

Selectwoman Belanger said this encroachment has been happening for over 20 years. The pin was supposed to be in a certain place, but it is in the middle of a driveway. A corrective deed cannot be done because of this encroachment.

Chairwoman had some changes to the agreement, but it is just in draft form.

Mr. Dean said this is solving a problem that ended up in a deed. There was a large snowstorm that prevented the site from being walked and the pin was placed incorrectly.

Selectman Chartrand suggested getting this agreement cleaned up and approving it in two weeks.

### **8. Regular Business**

#### **a. Tax, Water/Sewer Abatements & Exemptions**

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to deny an Elderly Exemption for map 73, lot 115. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve an Elderly Exemption for map 87, lot 18, unit 15 in the amount of \$236,251. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 211 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to deny a Veteran's Credit for map 19, lot 1. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 611 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve an Elderly Exemption for map 104, lot 79, unit 707 in the amount of \$152,251. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve an Elderly Exemption for map 52, lot 98 in the amount of \$183,751. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 103, lot 13, unit 17 in the amount of \$125,000. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 68, lot 6, unit 114 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve abatement for map 72, lot 69, unit 1 in the amount of \$328.36. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve abatement for map 72, lot 69, unit 2 in the amount of \$364.94. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve abatement for map 72, lot 69, unit 3 in the amount of \$255.39. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve abatement for map 72, lot 69, unit 4 in the amount of \$231.93. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve abatement for map 87, lot 18, unit 15 in the amount of \$682.77. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 94, lot 10 in the amount of \$500. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to approve a Veteran's Credit for map 70, lot 70 in the amount of \$500. Motion carried – all in favor.

**b. Permits & Approvals**

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve an application for use of the Town Hall for Christopher Bartell for the Regeneration Church Easter on May 26-27, 2016. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve an application for use of the Town Hall for John Hauschildt for the Seacoast Artists Association Seacoast Photographers Group Meeting on the 3<sup>rd</sup> Thursday of each month from 6-9pm. Motion carried – all in favor.

**c. Town Manager's Report**

Mr. Dean said DPW sent a note on the Sno-Go. They had two quotes on it. One bid is within the budget at \$128,544. A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to ask the Town Manager to forward the bids back to DPW for a recommendation and forgo the usual bid process. Motion carried – all in favor.

**d. Committee Reports**

Selectwoman Belanger reported her first Conservation Commission meeting on the 14<sup>th</sup>. Eileen Flockhart gave a good presentation on a tree program. Also there will be a Father's Day program of mapping and flagging on trails.

Selectman Chartrand forwent his report due to the late hour.

Selectwoman Surman had nothing to report.

Vice Chair Clement reported a South Watershed Alliance meeting with Pete Richardson. He asked if Ms. Perry is a delegee to this. Mr. Dean said yes she is, but due to her busy schedule she is willing to step aside. They will get a recommendation from Ms. Perry for a

replacement. He also reported a Technical Review for 80 Epping Road. HDC had a tour of the Loaf and Ladle. Planning Board will meet on Thursday.

Chairwoman Gilman reported HDC met Saturday and Sunday. The made up a list of duties to come up with to do better applications and are rewriting guidelines.

**e. Correspondence**

The following correspondence were included in the packet:

- A Legislative Report
- A Letter from Mike Jeffers regarding Private SSO Event
- A letter from Mike Jeffers regarding NPDES permit, Admin Order on Consent, and Quarterly Report

**9. Review Board Calendar**

The next BOS meeting will be May 4, 2015.

**11. Adjournment**

A Motion was made by Selectwoman Surman and seconded by Selectman Chartrand to adjourn the meeting at 10:00pm. Motion carried – all in favor.

Respectively submitted,

Nicole Piper  
Recording Secretary

Map of the  
**HENDERSON-SWASEY  
 TOWN FOREST**

Exeter, New Hampshire  
 240.5± acres

**SHOWING MANAGEMENT  
 RECOMMENDATIONS**  
 Including Management Zones



MAP SCALE:



1 inch = 700± feet

**Recommendations Key**

**Bounds**

- 1 - Survey & demarcate
- 2 - Blaze & paint

**Roads & Trails**

- 3 - Construct second landing
- 4 - Maintain woods roads
- 5 - Consolidate trails
- 6 - Erosion control

**Water Quality**

- 7 - Avoid stream crossover
- 8 - Protect riparian zone
- 9 - Protect wetlands

**Management Zones**

**Reserve Areas**

Full

Modified

**Silvicultural**

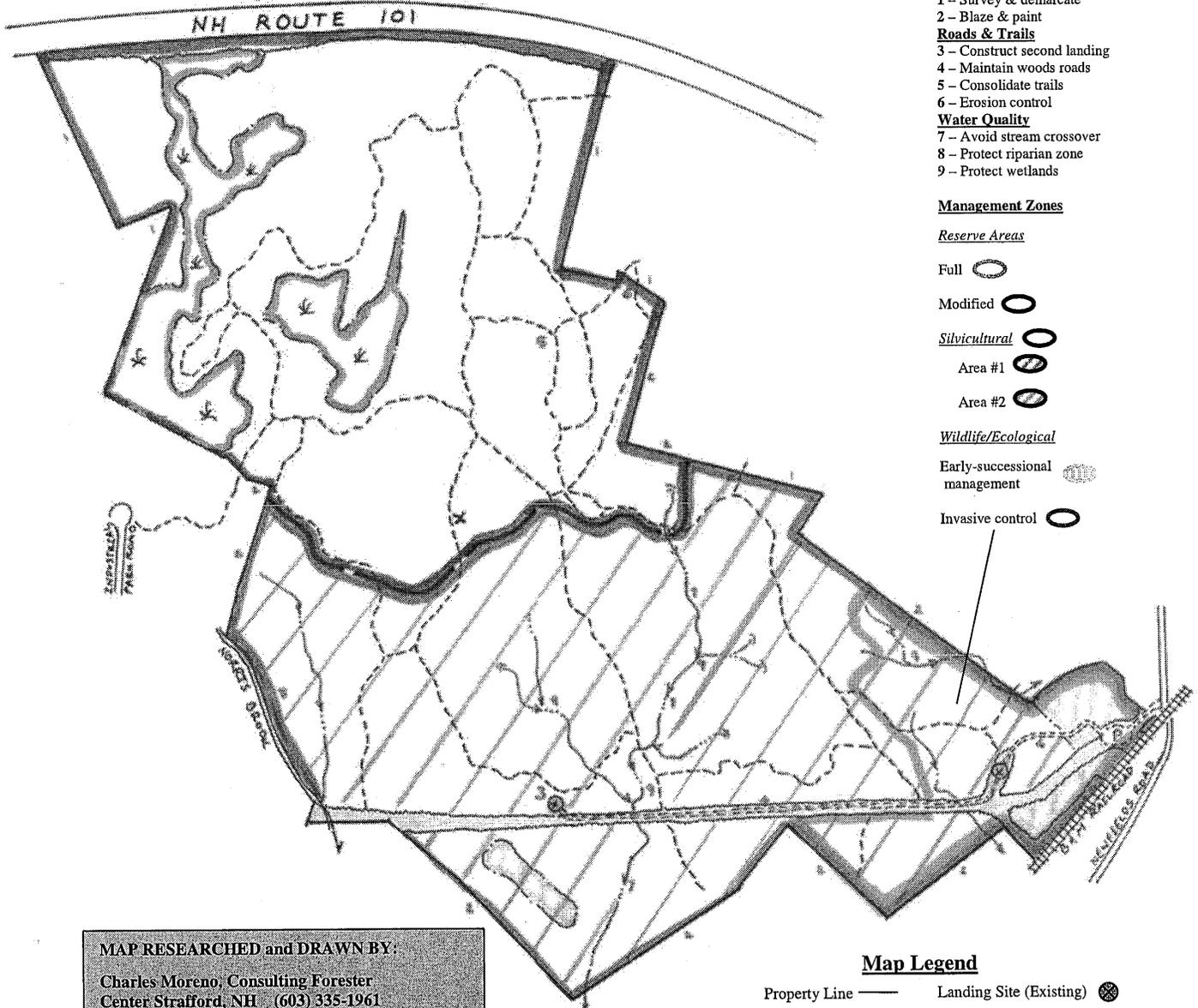
Area #1

Area #2

**Wildlife/Ecological**

Early-successional management

Invasive control



MAP RESEARCHED and DRAWN BY:  
 Charles Moreno, Consulting Forester  
 Center Strafford, NH (603) 335-1961  
 September 2011 ©ALL RIGHTS RESERVED

MAP REFERENCES:  
 Aerial Photos: USGS 1998; and NHDOT high resolution 2011 orthophotograph.  
 Property Reconnaissance:  
 Charles Moreno, Consulting Forester, May-Sept 2011.  
 Reference Survey:  
 > "Henderson-Swasey Park, Exeter, N.H.", by Roger P. Sloan, 4/30/73. RCRD #D-4046.

**Map Legend**

- Property Line
- Parking Area P
- Woods Road
- Trail
- Tree Line
- Landing Site (Existing)
- Landing Site (Proposed)
- Fort Rock
- Marsh/Scrub-Shrub Swamp
- Seasonal Stream

Month	Year	Activity
January	2015	ConCom meeting - Initial approval to move forward
		ConCom Meeting: Draft contract, discuss project budget including any upfront costs needed for access work, landings, invasive spp treatment possibly 3-5K or any
14-Apr	2015	upfront costs for
23-Apr	2015	Brief Russ Dean on schedule and query for comm with BOS
Late April	2015	Forest Improvement Contract with Charlie
Late April	2015	Invasive Treatment Oversight Contract, obtain bids
Late April - Early May	2015	Invasive treatment contract, book treatment schedule for invasives, obtain permits (contractor)
Late April	2015	Develop outreach plan that includes publicity, notices, meetings, signs and postings, etc
Early May	2015	Meet with the trails committee & NEMBA
Early May	2015	Publish an open meeting for information and discussion with stakeholders and forest users.
Early May	2015	Begin Invasive Treatment in MA 2
Late May	2015	Host a forest plan site walk for the public showing areas prev logged/date, and future sites
May-June	2015	Select Logger (bids?), obtains permits, finalize contract.
May-June	2015	Meet with TM and brief BOS prior to commencement of work.
July	2015	Lay out harvest trail
July	2015	Public walk of harvest plan
July	2015	Road improvements, gravel, culvert? May depend on logging Co
July - Sept	2015	Harvest begins in MA 2 now through Sept. Progress reports from Charlie regularly, A ConCom member should provide frequent monitoring
Sept/Oct	2015	Begin prep for winter harvest in MA 1
Fall	2016	Follow-up invasive treatment for MA 2 and initial treatment for MA1
Late Fall	2015	Host a forest plan site walk for the public showing areas logged in summer and future sites
Winter	2015-2016	Harvest begins in MA 1 thru winter

# Memo

To: Russ Dean, Town Manager  
From: Jay Perkins Highway Superintendent  
Date: May 1<sup>st</sup> 2015  
Re: 2015 Road Surface Management Program

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The Department has reviewed Bell & Flynn's paving proposal and compared it to other towns that have awarded bids for this season. With a decrease of \$1.00 per ton from last year's price we recommend accepting Bell & Flynn's proposal of \$71.90 per ton

The following March 2015 paving bids are all that have been awarded at this time and indicate the Bell & Flynn proposal is competitive:

Hampton NH	\$84.18/ton	Bid opening	4/23/2015
Manchester NH	\$78.50/ton	Bid opening	4/9/2015
NH- DOT District 6	\$72.00	Bid opening	3/10/15

# BELL & FLYNN, INC.

**Pavement Reclamation  
Engineers & Contractors**

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Planning · Testing · Design · Engineered/Reconstruction · Construction

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Telephone: (603) 778-8511  
Fax: (603) 772-4396

69 Bunker Hill Avenue  
Stratham, NH 03885

April 1, 2015

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

Dear Mr. Dean,

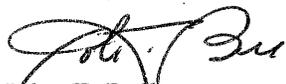
Despite continuing cost increases associated with wages/benefits, equipment/maintenance, transportation/energy and regulatory requirements which are customarily reflected in increased unit prices at the commencement of each construction season and despite anticipated spring/summer increases in the price of asphalt cement, Bell & Flynn, Inc. is pleased to be able at this time to offer to extend the current contract for road reconstruction services with the following modification upon mutual agreement by the Town of Exeter.

The Unit Price of Pay Item #1, "Bituminous Concrete Paving", per ton, in place, per Project Manual and Specifications, shall decrease from \$72.90 per ton to \$71.90 per ton thru December 15, 2015. The unit price of Bituminous Concrete Pavement shall be guaranteed for the entire 2015 construction season. All other terms, conditions and prices including pavement reclamation, fine grading and compaction, and installation of additional asphalt stabilized base material shall remain unchanged.

In recent years, the Exeter Board of Selectmen has opted to extend the annual paving contract, thereby avoiding mid-season price increases of as much as \$6.00 per ton. Despite current stability in 2015 spring start up pricing, normal seasonal demand exacerbated by geopolitical dynamics in crude oil markets (Iran, Iraq, Syria, Isis, Yemen) is anticipated to again increase the price of asphalt pavements through the summer months of 2015. While the fundamental market dynamics of liquid asphalt remain subject to volatility and hot mix asphalt producers are understandably reluctant to enter long-term price commitments, after extensive negotiations with our suppliers Bell & Flynn, Inc. is currently able to guarantee pricing for all paving services completed during the 2015 construction season, thereby protecting the Town of Exeter from the potential repercussions of monthly prices increases. Considering these anticipated cost increases, in an attempt to provide price stability (for the entire construction season!) and the highest quality of paving services, it should again prove beneficial to the Town of Exeter to extend the current contract for road reconstruction services including paving (at the lowest unit price in four years!)

Thanking you in advance for your thoughtful consideration of the letter, I remain,

Sincerely,



John T. Bell  
Vice President

# BELL & FLYNN, INC.

Pavement Reclamation  
Engineers & Contractors

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Planning	Testing	Design	Engineered/Reconstruction	Construction
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Telephone: (603) 778-8511  
Fax: (603) 772-4396

69 Bunker Hill Avenue  
Stratham, NH 03885

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## 2015 Town of Exeter Bituminous Concrete Paving Unit Pricing

Bituminous Concrete Pavement-Machine Method		\$71.90/T
Bituminous Concrete Pavement-Hand Method		\$113.00/T
Bituminous Concrete/Berm		\$4.00/LF
Reclamation (incl. F. G. & C.)	<2,000 SY	\$4.00/SY
	2- 4,000 SY	\$3.00/SY
	4- 6,000 SY	\$2.50/SY
	>6,000 SY	\$2.00/SY
Cold Planing (excl. Trucking)	<2,000 SY	\$3.50/SY
	2- 4,000 SY	\$2.50/SY
	4- 6,000 SY	\$2.00/SY
	>6,000 SY	\$1.50/SY
Adjust utility castings to proposed finish grade	water gate box sleeve	\$100.00/EA
	Single grade ring	\$150.00/EA
	0-6"	\$250.00/EA+ concrete
	6-12"	\$300.00/EA+ concrete
	12-18"	\$750.00/EA+ concrete
	18-24"	\$1,000.00/EA+ concrete
Road Widener		\$150.00/HR
Cat 140 Grader Rental		\$130.00/HR
Cat M318 Rubber Tired Excavator Rental		\$130.00/HR
Cat D-6 Dozer Rental		\$130.00/HR
Lowbed Rental		\$120.00/HR
Loader Rental		\$120.00/HR
Cat CS563 Vibratory Compactor Rental		\$100.00/HR
Cat CB334 Vibratory Compactor Rental		\$90.00/HR

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Pavement Reclamation  
Engineers & Contractors

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Planning · Testing · Design · Engineered/Reconstruction · Construction

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Telephone: (603) 778-8511

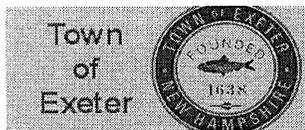
Fax: (603) 772-4396

69 Bunker Hill Avenue

Stratham, NH 03885

## 2015 Town of Exeter Bituminous Concrete Paving Unit Pricing

Lay-Mor Sweeper Rental	\$90.00/HR	
Huber Maintainer Rental	\$90.00/HR	
Tri Axle Dump Truck Rental	\$80.00/HR	
Ten Wheel Dump Truck Rental	\$75.00/HR	
John Deere Tractor Rental	\$60.00/HR	
Grade Foreman	\$50.00/HR	
Labor Rental	\$35.00/HR	
Flagperson	\$30.00/HR	OT-\$45.00/HR
2-4" Erosion Stone	\$20.00/CY	
¾" Crushed Stone	\$20.00/CY	
4" Crushed Gravel	\$15.00/CY	
Screened Loam	\$15.00/CY	
Asphalt Stabilized Base	\$10.00/CY	



Russ Dean <rdean@exeternh.gov>

---

## Roads List for 2015

---

Jay Perkins <jperkins@exeternh.gov>

Wed, Apr 22, 2015 at 11:28 AM

To: Russ Dean <rdean@exeternh.gov>

Cc: Paul Vlasich <pvasich@exeternh.gov>, Jennifer Perry <jperry@exeternh.gov>

Hi Russ

This is paving list for 2015 based on last years prices.

Water St / Front St project

Front St -- Court to Tan Ln

Portsmouth Ave -- High St to T/L

Crawford Ave

Lary Ln

Jay

[Quoted text hidden]

—

Jay Perkins

Highway Superintendent

Email : jperkins@exeternh.gov

Phone : 603-773-6157 ext 163

Fax : 772-1355

Cell : 603-512-1974

Town of Exeter  
General Fund Revenues & Expenses (unaudited)  
As of March 31, 2015

DRAFT

Description	Current Year			Prior Year			Comparison		Notes	
	Budgeted Revenue	Actual Revenue 3/31/15	BVA Favorable/ (Unfavorable) Variance	BVA Favorable/ (Unfavorable) % Variance	2014 Budgeted Revenue	Actual Revenue 3/31/14	BVA Favorable/ (Unfavorable) Variance	2015 vs 2014 Favorable/ (Unfavorable) Variance		% Variance
Property Tax Revenue	\$ 12,573,567	\$ 4,767	\$ (12,567,800)	0.0%	12,698,970	47,261	(12,651,709)	(42,494)	-89.9%	Includes property tax less overlay, plus jeopardy, yield, current use and PILOT taxes, penalties and interest.
Motor Vehicle Permit Fees	2,200,000	575,663	(1,624,337)	26%	2,000,000	570,765	(1,429,235)	4,898	0.9%	Motor vehicle registration and fees
Building Permits & Fees	170,000	127,843	(42,157)	75%	150,000	36,712	(113,288)	91,131	248.2%	Fees charged by Building & Code Enforcement
Other Permits and Fees	150,000	16,830	(133,170)	11%	125,000	13,965	(111,035)	2,865	20.5%	Includes GF portion of Cable TV & Vital Statistics Fees
Meals & Rooms Tax Revenue	696,839		(696,839)	0%	639,405		(639,405)	-	0.0%	Meals & Rooms Revenue received from the State in December each year
State Highway Block Grant	290,000	50,234	(239,766)	17%	246,661	49,550	(197,111)	684	1.4%	Federal Highway Grant Received quarterly
Other State Grants/Reimbursements	9,000	2,125	(6,875)	24%	25,000	12,637	(12,363)	(10,512)	-83.2%	Railroad, RERP, Mosquito, Other Miscellaneous State Grants
Income from Departments	950,000	155,093	(794,907)	16%	1,000,000	160,162	(839,838)	(5,069)	-3.2%	General Revenues charged by Town Departments
Sale of Town Property	10,000	-	(10,000)	0%	133,010	1,254	(131,756)	(1,254)	-100.0%	Includes sale of deeded property on Exeter Road
Interest Income	1,000	331	(669)	33%	2,000	334	(1,666)	(3)	-0.9%	Interest Income earned on sweep accounts
Other Miscellaneous Revenues	25,000	7,222	(17,778)	29%	25,000	7,074	(17,926)	148	2.1%	Town Rental Property, Donated Property and Town Hall rental income
Healthtrust Refund		201,923	201,923	100%		111,050	111,050	90,873	0.0%	Refunds of health and dental premiums paid by Town (used to lower tax rate)
Revenue Transfers In/Out	150,000	10,000	(140,000)	7%	30,000	38,033	8,033	(28,033)	-73.7%	Transfers in from Trustee of Trust Funds for Sick Trust/ Other Transfers
<b>Total General Fund Revenues</b>	<b>\$ 17,225,406</b>	<b>\$ 1,152,031</b>	<b>\$ (16,072,375)</b>	<b>7%</b>	<b>\$ 17,075,046</b>	<b>\$ 1,048,797</b>	<b>\$ (16,026,249)</b>	<b>\$ 103,234</b>	<b>9.8%</b>	1st Half of 2015 property taxes to be billed in second quarter 2015

Town of Exeter  
General Fund Revenues & Expenses (unaudited)  
As of March 31, 2015

DRAFT

DEPARTMENT	Current Year			Prior Year			Comparison 2015 vs 2014 Favorable/ (Unfavorable) \$ Variance	2015 vs 2014 % Variance	Notes	
	2014 Budgeted Expenses	Actual Expenses 03/31/15	BVA Favorable/ (Unfavorable) Variance	% Spent	2014 Budgeted Expenses	Actual Expenses 3/31/14				2014 BVA Favorable/ (Unfavorable) Variance
Total General Government	\$ 762,374	\$ 178,818	\$ 583,556	23.46%	\$ 781,039	\$ 189,265	\$ 591,774	\$ 10,447	5.52%	BOS, TM,HR, IT, TC, Elections, TTF, Transportation and Legal Expenses
Total Finance	757,554	173,829	583,725	22.95%	745,354	183,770	561,584	9,941	5.41%	Finance, Treasurer, Tax Collection & Assessing
Total Planning & Building	487,931	103,095	384,836	21.13%	484,927	98,917	386,010	(4,178)	-4.22%	Planning, Building, Conservation and other Commissions
Total Economic Development	125,862	31,509	94,353	25.03%	69,149	-	69,149	(31,509)	#DIV/0!	Salary, benefits for new EDC position (2014)
Total Police	3,647,486	813,252	2,834,234	22.30%	3,646,020	820,407	2,825,613	7,155	0.87%	Police Admin, Staff, Patrol, Communications Salaries, Benefits and General Expenses
Total Fire	3,659,673	821,106	2,838,567	22.44%	3,696,775	850,366	2,846,409	29,260	3.44%	Includes wages, taxes, benefits and general expenses of the Fire Administration, Suppression, Health and Emergency Management Departments, Ambulance OT, benefits, taxes and expenses are included in the Ambulance Revolving Fund.
Total Public Works	3,561,558	907,700	2,653,858	25.49%	3,554,798	785,575	2,769,223	(122,125)	-15.55%	Includes wages, benefits and general expenses of Public Works: Administration, Highway, Solid Waste, Street Lights and Snow Removal Departments.
Total Maintenance	1,062,223	235,681	826,542	22.19%	942,666	246,595	696,071	10,914	4.43%	Includes wages, benefits, taxes, maintenance projects and related expenses of Maintenance Dept and Mechanic's Garage.
Total Welfare	86,436	18,078	68,358	20.91%	86,855	19,968	66,887	1,890	9.47%	Wages and Benefits of Welfare Director and Direct Relief Expenses
Total Parks & Recreation	458,806	93,284	365,522	20.33%	448,673	95,951	352,722	2,667	2.78%	Includes P&R wages, benefits and general expenses. Summer staff in rec revolving fund.
Total Other Culture/Recreation	45,300	4,933	40,367	10.89%	36,300	766	35,534	(4,167)	-543.99%	Patriotic Purposes, Holiday Parade, Brass Band
Total Library	898,407	206,926	691,481	23.03%	910,837	221,112	689,725	14,186	6.42%	Library Wages & Benefits and Library Expense Budget Allocation
Total Debt Service & Capital	1,276,654	135,495	1,141,159	10.61%	1,311,292	101,304	1,209,988	(34,191)	-33.75%	All General Fund Debt Service Principal and Interest
Total Benefits & Taxes	395,142	281,279	113,863	71.18%	360,361	166,102	194,259	(115,177)	-69.34%	Payroll, Health Buyouts, W/C, U/C and Insurance
Total General Fund Expenses	\$ 17,225,406	\$ 4,004,985	\$ 13,220,421	23.25%	\$ 17,075,046	\$ 3,780,098	\$ 13,294,948	\$ (224,887)	-5.95%	Total of all General Fund Expenses
Appropriation for Warrant Articles	\$ 550,239	\$ 27,724	\$ 522,515	5.0%	\$ 2,059,667	\$ 34,662	\$ 2,025,005	\$ 6,938	20.02%	Includes Human Services, PD union contract, transfers out to CRF and non-cr, sidewalk and culvert projects for 2015
Expenses After Warrant Articles	\$ 17,775,645	\$ 4,032,709	\$ 13,742,936	23%	\$ 19,134,713	\$ 3,814,760	\$ 15,319,953	\$ (217,949)	-5.71%	
Net Income/ (Deficit)	\$ -	\$ (2,330,439)	\$ (2,329,439)	100.0%	\$ -	\$ -	\$ -	\$ (1,624,143)	229.95%	Net increase/(decrease) in revenues over expenses

Town of Exeter  
 Water Fund Revenues & Expenses (unaudited)  
 As of March 31, 2015

DRAFT

Description	Current Year			Prior Year			Comparison		Notes
	2015 Budgeted Revenue	Actual Revenue 3/31/15	BVA Favorable/ (Unfavorable) Variance	2014 Budgeted Revenue	Actual Revenue 3/31/14	BVA Favorable/ (Unfavorable) Variance	2015 vs 2014 Favorable/ (Unfavorable) \$ Variance	2015 vs 2014 % Variance	
Water Fund Revenues	\$ 2,791,462	\$ 537,701	\$ (2,253,761) 19%	\$ 2,538,457	\$ 578,251	\$ (1,960,206) -7%	\$ (40,550)	-7%	Water Consumption Fees, Service Charges, Impact Fees and Misc. Fees
Water Administration Total	\$ 367,790	\$ 141,002	\$ 226,788 38.3%	\$ 363,605	\$ 76,003	\$ 287,602 -86%	\$ (64,999)	-86%	Staff Administration Wages & General Expenses
Water Billing Total	\$ 132,733	\$ 32,460	\$ 100,273 24.5%	\$ 118,699	\$ 26,269	\$ 92,430 -24%	\$ (6,192)	-24%	Billing Wages and associated expenses
Water Distribution Total	\$ 658,035	\$ 182,929	\$ 475,106 27.8%	\$ 531,523	\$ 118,382	\$ 413,141 -55%	\$ (64,547)	-55%	Water Distribution Wages and Expenses
Total Water Treatment	\$ 739,035	\$ 168,651	\$ 570,384 22.8%	\$ 737,698	\$ 154,965	\$ 582,733 -9%	\$ (13,686)	-9%	Water Treatment Wages and Expenses
Water Fund Debt Service Total	\$ 821,369	\$ 56,767	\$ 503,306 6.9%	\$ 549,263	\$ 24,789	\$ 524,474 17%	\$ 4,119	17%	Debt Service for Water Fund
Water Fund Capital Outlay Total	\$ 72,500	\$ -	\$ 72,500 0.0%	\$ 237,669	\$ -	\$ 135,221 0%	\$ -	0%	Includes vehicles, WTP maintenance and capital
Total Water Fund Expenses	\$ 2,791,462	\$ 581,810	\$ 1,948,356 20.8%	\$ 2,538,457	\$ 400,408	\$ 2,035,601 -36%	\$ (145,304)	-36%	Water Fund Expenses
Net Income/ (Deficit)	\$ -	\$ (44,109)	\$ (305,405) 100.0%	\$ -	\$ 177,843	\$ 75,395 -105%	\$ (185,854)	-105%	Net Increase/(Decrease) Revenue over Expenses

Town of Exeter  
 Sewer Fund Revenues & Expenses (unaudited)  
 As of March 31, 2015

DRAFT

Description	Current Year			Prior Year			Comparison 2015 vs 2014 Favorable/ (Unfavorable) \$ Variance	Notes
	2015 Budgeted Revenue	Actual Revenue 3/31/15	BVA Favorable/ (Unfavorable) Variance	2014 Budgeted Revenue	Actual Revenue 3/31/14	BVA Favorable/ (Unfavorable) Variance		
Sewer Fund Revenues	2,483,558	504,132	(1,979,426)	2,393,284	540,510	(1,852,774)	(36,378)	-7%
Sewer Revenues & Grants	\$ 2,496,622	\$ 509,833	\$ (1,986,789)	\$ 2,412,706	\$ 540,510	\$ (1,872,196)	\$ (30,677)	-6%
Sewer Administration Total	349,190	116,268	232,922	364,652	74,935	289,717	(41,333)	-55%
Sewer Billing Total	132,733	28,545	104,188	118,699	25,378	93,321	(3,167)	-12%
Sewer Collection Total	655,988	126,354	529,634	540,538	116,178	424,360	(10,177)	-9%
Sewer Treatment Total	490,187	84,943	405,244	452,441	117,949	334,492	33,184	28%
Sewer Fund Debt Service Total	642,765	81,247	545,518	729,706	86,039	643,667	4,792	6%
Sewer Fund Capital Outlay	225,759	-	225,759	206,670	-	206,670	-	0%
Total Sewer Fund Expenses	2,496,622	437,357	2,043,265	2,412,706	420,479	1,992,227	(16,701)	-4%
Net Income/(Deficit)	-	72,476	56,476	-	120,031	120,031	(47,378)	-39%

Service Charges, Impact and Assesment Fees and Wastewater Grant

Sewer Admin wages and expenses

Sewer Billing wages and expenses

Sewer collection wages and expenses

Sewer treatment wages and expenses

Sewer Fund Debt Service

Vehicles, Leases, and I/I Abatement for 2015

Total Expenses

Net increase/(decrease) of Revenue over Expenses

Town of Exeter  
 CATV Revolving Fund- Revenue & Expenses (unaudited)  
 As of March 31, 2015

DRAFT

Description	Current Year			Prior Year			Comparison of Actuals		
	2015 Budgeted Revenue	Actual 3/31/15	BVA Favorable/(Unfavorable) \$ (Unfavorable) % Variance	2014 Budgeted Revenue/Expense	Actual 3/31/14	BVA Favorable/(Unfavorable) \$ (Unfavorable) % Variance	2015 vs 2014 Favorable/(Unfavorable) \$ (Unfavorable) % Variance	BVA Favorable/(Unfavorable) \$ (Unfavorable) % Variance	Notes
CATV Revenue	\$ 140,000	\$ (140,000)	0%	131,000	\$ (131,000)	0%	\$ -	0%	50% of Comcast Revenue to General Fund and 50% to CATV Fund
CATV Expenses									
Wages, Taxes & Benefits	\$ 61,143	\$ 15,638	26%	\$ 65,425	\$ 17,463	27%	\$ (1,825)	-10%	
General Expenses	\$ 56,375	\$ 13,467	24%	\$ 46,751	\$ 2,724	6%	\$ 10,743	394%	Includes annual E-Channel Assessment
Total Expenses	\$ 117,518	\$ 29,105	25%	\$ 112,176	\$ 20,187	18%	\$ 8,918	44%	Total of all expenses
Net Income/(Deficit)	\$ 22,482	\$ (29,105)	-129%	\$ 18,824	\$ (20,187)	-107%	\$ (8,918)	44%	Net Increase/(Decrease) of Revenue over Expenses

Town of Exeter  
 Recreation Revolving Fund Revenues & Expenses (unaudited)  
 As of March 31, 2015

DRAFT

Description	Current Year			Prior Year			Comparison of Actuals			Notes	
	2015 Budgeted Revenue	Actual 3/31/15	BVA Favorable/ (Unfavorable) \$ Variance	BVA Favorable/ (Unfavorable) % Variance	2014 Budgeted Revenue/ Expense	Actual 3/31/14	BVA Favorable/ (Unfavorable) \$ Variance	BVA Favorable/ (Unfavorable) % Variance	2015 vs 2014 Favorable/ (Unfavorable) \$ Variance		BVA Favorable/ (Unfavorable) % Variance
Total Revenue	\$ 488,200	\$ 188,163	\$ (300,037)	39%	\$ 510,800	\$ 188,314	\$ (322,486)	37%	\$ (151)	0%	Special Events, Program, Pool and Trip Revenue
Wages, Taxes & Benefits	\$ 173,603	\$ 4,206	\$ 169,397	2%	\$ 162,545	\$ 3,580	\$ 158,965	2%	\$ 626	17%	Camp Salaries and OT for Rec Coordinator
General Expenses	\$ 328,060	\$ 26,723	\$ 301,337	8%	\$ 315,355	\$ 34,698	\$ 280,657	11%	\$ (7,975)	-23%	Expenses related to pool, camp and trips
Total Expenses	\$ 501,663	\$ 30,929	\$ 470,734	6%	\$ 477,900	\$ 38,278	\$ 439,622	8%	\$ (7,349)	-19%	Total of All Expenses
Net Income/(Deficit)	\$ (13,463)	\$ 157,234	\$ 170,697	-1168%	\$ 32,900	\$ 150,036	\$ 117,136	456%	\$ 7,198	5%	Net Increase/(Decrease) of Revenue over Expenses

Town of Exeter  
 Ambulance Revolving Fund - Revenues & Expenses (unaudited)  
 As of March 31, 2015

DRAFT

	Current Year			Prior Year			Comparison of Actuals	
	2015 Budgeted Revenue	Actual 3/31/15	BVA Favorable/ (Unfavorable) % Variance	2014 Budgeted Revenue/ Expense	Actual 3/31/14	BVA Favorable/ (Unfavorable) % Variance	2015 vs 2014 Favorable/ (Unfavorable) \$ Variance	BVA Favorable/ (Unfavorable) % Variance
EMS- Ambulance Transport Revenue	\$ 445,612	\$ 32,440	7%	\$ 462,000	\$ 115,626	25%	\$ (83,186)	-72%
Wages, Taxes & Benefits	\$ 186,595	\$ 36,570	20%	\$ 195,889	\$ 37,789	19%	\$ (1,219)	-3%
General Expenses	\$ 143,204	\$ 43,064	30%	\$ 142,545	\$ 41,582	29%	\$ 1,482	4%
Total Expenses	\$ 329,799	\$ 79,634	24%	\$ 338,434	\$ 79,371	23%	\$ 263	0%
Net Income/(Deficit)	\$ 115,813	\$ (47,194)	-41%	\$ 123,566	\$ 36,255	29%	\$ (83,449)	-230%

Ambulance Transport Revenue

Includes Wages for 1 Dispatcher and Ambulance OT for Suppression Dept

Includes Ambulance Lease \$ 62K

Total of All Expenses

Net Increase/(Decrease) of Revenue over Expenses

**Town of Exeter  
 Analysis of Property Tax/Liens Receivable  
 As of 3/31/15 and 3/31/14**

**DRAFT**

<u>Type</u>	<u>Bill Year</u>	<u>Balance Outstanding as of 03/31/15</u>	<u>Balance Outstanding as of 03/31/14</u>	<u>\$ Change</u>	<u>% Change</u>
Lien	2007	1,212	1,210	(2)	(0.2)%
Lien	2008	8	19	11	138%
Lien	2009	2,865	10,792	7,927	277%
Lien	2010	52,185	71,562	19,377	37%
Lien	2011	94,123	184,462	90,339	96%
Lien	2012	175,719	299,231	123,512	70%
Lien	2013	257,376	609,252	351,876	137%
<b>Subtotal</b>		<b>\$ 583,488</b>	<b>\$ 1,176,528</b>	<b>\$ 593,040</b>	<b>102%</b>
<b>Tax</b>	<b>2014</b>	<b>683,155</b>		<b>(683,155)</b>	<b>N/A</b>
<b>Subtotal</b>		<b>\$ 683,155</b>	<b>\$ -</b>	<b>\$ (683,155)</b>	<b>N/A</b>
<b>Grand Total</b>		<b>\$ 1,266,643</b>	<b>\$ 1,176,528</b>	<b>\$ (90,115)</b>	

*As of March 31, 2015, 98.4% of 2014 property taxes billed were paid.*

Town of Exeter  
 Analysis of Accounts Receivable Aging - Water & Sewer  
 March 31, 2015 vs March 31, 2014

DRAFT

	<u>Current</u>	<u>31-60 Days</u>	<u>61-90 Days</u>	<u>Over 90 Days</u>	<u>Total</u>	<u>Percent Over 90 Days</u>
As of 3/31/15	\$ 441,361	\$ 21,365	\$ 14,093	\$ 133,957	\$ 610,776	22%
As of 3/31/14	\$ 99,121	\$ 36,689	\$ 20,838	\$ 147,838	\$ 304,486	49%
Increase/(Decrease)	\$ 342,240	\$ (15,324)	\$ (6,745)	\$ (13,881)	\$ 306,290	-10%

Accounts receivable over 90 days represents 22% of the total W/S receivables balance as of 3/31/15.  
 The overall AIR balance has decreased by 10% since 3/31/14.

<b>Breakdown of Water/Sewer Accounts Receivable Outstanding by Year: As of March 31, 2015</b>				
	<u>Water</u>	<u>Sewer</u>	<u>Total</u>	
2008	(414)	(115)	(529)	0%
2009	4	140	144	0%
2010	(270)	173	(97)	0%
2011	1,411	75,433	76,844	25%
2012	403	40,306	40,709	13%
2013	959	957	1,916	1%
2014	23,266	24,541	47,807	16%
*2015	213,649	230,333	443,982	146%
<b>Total</b>	<b>239,008</b>	<b>371,768</b>	<b>610,776</b>	<b>201%</b>

<b>Breakdown of Water/Sewer Accounts Receivable Outstanding by Year: As of March 31, 2014</b>				
	<u>Water</u>	<u>Sewer</u>	<u>Total</u>	
2008	868	950	1,818	1%
2009	1,098	1,072	2,170	1%
2010	1,287	1,219	2,506	1%
2011	2,969	76,718	79,687	26%
2012	1,272	41,134	42,406	14%
2013	27,348	25,594	52,942	17%
*2014	63,252	59,705	122,957	40%
<b>Total</b>	<b>98,094</b>	<b>206,392</b>	<b>304,486</b>	<b>100%</b>

\* Includes current month billing

**INN BY THE BANDSTAND**  
EXETER, NEW HAMPSHIRE



*Town Manager's Office*

APR 20 2015

*Received*

April 17, 2015

Board of Selectmen  
Exeter Town Office

The Inn is respectfully requesting permission from the Town to place two blue signs at the following locations:

1. 108/Portsmouth Avenue at 111/27 High Street. Telephone post next to sign for Portsmouth Avenue, and
2. Junction 111/27 Hampton Road. Telephone post next to sign for Hampton Road.

The signs, as we understand will be produced and placed at the above telephone posts by the Town's Department of Public Works. We also understand that there is a cost to make and place these signs. Please let us know and we will make a check out to the Town.

We request that the sign read: "HISTORIC INN BY THE BANDSTAND".

For any questions or clarification, you may contact us at the Inn at 772-6352.

Sincerely,

A handwritten signature in black ink, appearing to read 'Agostinho Nunes', written over a horizontal line.

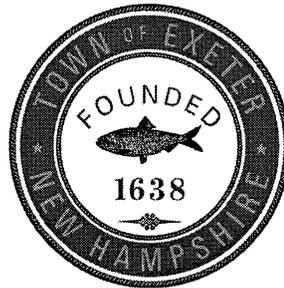
Agostinho Nunes  
Co-Owner

*A Boutique Bed and Breakfast in Historic Downtown Exeter*

*Working together is success.*

— Henry Ford

# GOAL SETTING



Town of Exeter  
New Hampshire

April 11, 2015

**Primex**<sup>SM</sup>  
NH Public Risk Management Exchange

Center for  
**Public Sector**  
Advancement

Promoting Excellence in the Public Sector

## Purpose and Intended Result of the Session

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

## Participants

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

### *The exercise was facilitated by:*

Rick Alpers, Risk Management Consultant, Primex<sup>3</sup>

## 2014 Goals Review Discussion

The session began with the Board of Selectmen and Town Manager reviewing the successful goals for 2014 and to identify any goals to continue working on along with the goals identified for 2015.

## BOS to Lead Update of the Master Plan -

A contract is in place with the Rockingham County Planning Commission to begin the update in May of 2015. The initial focus of the update was to address five chapters of the current master plan. After further discussion of the board it was decided that the focus of the update should be on chapters one and two only. The Board and Manager will lead further discussion with the planning board to ensure that the focus is narrowed to chapters one and two of the current master plan. It is also the desire of the board to have as much citizen input as possible regarding the update.

## Develop Strategies to Diversify Tax Base -

- There has been continuous investments made over the years in municipal infrastructure and it continues into 2015.
- Exeter's current bond rating has improved.
- The Economic Development Director has been hired and has hit the ground running.
- The TIF passed for Epping Road this past March.

## Second All Boards Meeting Convened –

The goal of the all boards meeting was to review concerns regarding how the application process moves along for folks looking to bring their business to Exeter or build a home in town. During the two meetings it was determined that many process issues exist and need to be addressed. The concerns and issues would most likely not be easily addressed as simply as it once hoped. The land use process will be brought up later in this report as a new 2015 goal.

## Organizational Alignment –

- Pay Scale study adopted
- Job descriptions updated for about 50 non-union employees
- A potential study may be needed for efficiency of delivery of town services down the road

## Project Execution from 2014

- ✓ Stadium Well – Contract to be signed by Philips Exeter Academy
- ✓ Great Dam removal – Removal to begin in 2015
- ✓ Downtown Revitalization (Draft Charge May 2014 2nd meeting) – sidewalk project in 2015
- ✓ Waste Water Municipal Agreement – Regional options being explored and waste water facilities plan completed
- ✓ Groundwater Plant – Currently under construction
- ✓ Organizational Alignment – Manager made much headway this past year
- ✓ Housing Analysis – Housing Committee formed
- ✓ String Bridge – In design phase

## General Topics for Discussion for 2015

### Planning Department

There was considerable discussion regarding the current planning department operations and the regulations that govern it. The board believes that the department could be much more business and resident-friendly than it currently is. They feel that the current department leans too heavily on the environment when making recommendations to the land use boards and business owners. It was recommended by the board to the manager that he seek out an independent consulting company to perform a study on the operations of the current planning department, staffing and regulations to ensure that Exeter is both user friendly for both businesses and residents.

The Manager will report back to the board by June 1st, 2015 on the recommendation of a company and the cost to perform the study.

## Housing Committee

For the last few years the board has discussed housing as an overall goal for the town. The discussion generally pertains to market rate housing or affordable housing. The board wants to ensure that the average middle class young family can afford to live in Exeter. In an effort to start the housing analysis needed the Board of Selectmen formed a Housing Committee. It is an eight member committee that now needs actual volunteers or members. A mission statement for the committee has been adopted by the board. **The goal is to have the committee fully appointed and operational by June 15th, 2015. The committee will give its first report back to the board regarding its progress as a committee and it's charges no later than March of 2016.**

## Town Facilities

The Town has made considerable capital investments annually in updating its infrastructure. Many roads have been rebuilt, many water & sewer pipes have been replaced or extended and many culverts been replaced. One area of capital investment the town has not given much attention to is to their aging facilities. The facilities that the board and manager oversee are: The Fire Department, Police Department, Public Works, Town Office, Town Hall, and the Parks and Recreation Department. These Departments have many buildings of various ages. It is the hope of the manager to have under contract by the end of May a company to complete a town wide audit of all the facilities mentioned above. The consultant will review space needs and costs to repair or replace buildings. **A report from the consultant will be due to the board in the fall of 2015. After the board has reviewed the report and participated in an in-depth conversation with the consultant; the board will be ready during the 2016 goal setting session to begin to prioritize capital investments for their aging facilities.**

## Top 2-3 Priorities for 2015

Each Board member and the Town Manager identified their individual 2-3 priorities for the Town of Exeter to focus on in 2015.

### Julie Gilman

1. Complete Streets initiative
2. Improve working relationship with the planning department and public works department
3. Master Plan Update

### Dan Chartrand

1. Water sharing agreement with Stratham
2. Regional waste water treatment solution
3. Regional Ambulance service

### Don Clement

1. Water sharing agreement with Stratham
2. Regional waste water treatment solution
3. Reorganizing of Exeter TV

#### Anne Surman

1. Update wetland buffer regulations
2. Regional waste water treatment solution with an Exeter only option
3. Board meeting process

#### Nancy Belanger

1. Complete Dam removal
2. Complete Streets initiative and sidewalk update
3. Affordable housing analysis

#### Russ Dean

1. Audit of Planning Department operations
2. Execution of Projects
3. Facilities plan

## Top 2015 Goals

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

#### **GOAL #1: *Grow and improve relationship with major industries in Town.* Major industries are:**

- Exeter School Board
- Philipps Exeter Academy
- Exeter Hospital
- River Woods

**Deadline:** April 2016

#### **GOAL #2: *Regional waste water treatment solution***

- Should Exeter proceed alone
- Should Exeter join forces with just Stratham
- Should Exeter join forces with Stratham, Greenland and Portsmouth

Manager to report back with an update:

**Deadline:** December 2015

#### **GOAL #3: *Water Sharing with Stratham***

- Exeter would supply Stratham with 125,000 gallons of water a day
- An initial buy in from Stratham would take place
- Stratham will then pay tier 2 and tier 3 rates as an Exeter water customer.

The hope would be to have both boards sign an agreement on the water sharing no later than September of 2015.

**GOAL #4:** *Planning Department complete operations review*

**Deadline:** Company and cost for audit to the board by June 1st, 2015. Goal would be to have a completed report from a consultant in time for the 2016 goal setting session.

---

Thank you again for the opportunity to participate in this process. Primex<sup>3</sup> appreciates the opportunity to provide assistance to members with goal setting, and to help governing bodies create a vision for their communities and paths to achieve those visions. A forward-looking community that is deliberate and disciplined in accomplishing its goals illustrates how "good management is good risk management."

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

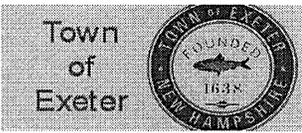


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Concord, NH 03301

603-225-2841  
800-698-2364

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

Trust. Excellence. Service.



Russ Dean &lt;rdean@exeternh.gov&gt;

---

## Couple of Changes to the appointments

---

**Sheri Riffle** <sriffle@exeternh.gov>  
To: Russell Dean <rdean@exeternh.gov>

Thu, Apr 30, 2015 at 3:20 PM

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

From: **Sheri Riffle** <sriffle@exeternh.gov>  
Date: Wed, Apr 22, 2015 at 9:40 AM  
Subject: Couple of Changes to the appointments  
To: Russell Dean <rdean@exeternh.gov>

Could the BOS make a couple of changes to the appointments made on April 20th at the May 4th meeting?

Valerie Ouelette: Voting term till 4/30/2017  
Don Briselden: Alternate term till 4/30/2018  
Virginia Raub: Alternate term till 4/30/2018

**Sheri Riffle**  
Executive Assistant  
Town Manager's Office

**Town of Exeter**  
10 Front Street  
Exeter, NH 03833  
603-773-6102  
fax: 603-821-9246

## Exeter and Stratham Water Purchase Agreement DRAFT Memorandum of Understanding

The Towns of Exeter and Stratham, recognizing it is in their mutual best interests to share resources, understand that reaching an accord to share water resources requires agreement on some basic elements under which an intermunicipal agreement could be drafted. This Memorandum attempts to capture those essential elements needed to begin drafting an agreement that meets the needs of each community.

Therefore, the Town of Exeter agrees to provide and the Town of Stratham agrees to receive water from the Exeter system under the following general guidelines and parameters, which will be used to create an intermunicipal agreement:

1. Up to 125,000 gallons per day (gpd) at a maximum flow rate of 1,500 gallons per minute (gpm) at 20 psi will be provided. The 125,000 gpd is to be determined using the average use over 365 days per year. Any flow quantity and rates above these thresholds shall be the responsibility of Stratham. No temporary usage beyond the 125,000 gpd shall be authorized without the consent of the Exeter Public Works Water Department. The Exeter Public Works Department may authorize a temporary increase in usage to Stratham, but not for a period of greater than 30 days, without the approval of the Board of Selectmen. If at any time the Town of Stratham desires to permanently increase usage beyond the 125,000 gpd of usage, the Town of Exeter will be petitioned by the Stratham Board of Selectmen in advance, and such increase shall require Exeter Board of Selectmen approval.
2. Stratham will pay a rate commensurate with either Exeter's Tier 2 or 3 large commercial or industrial user rate, based solely on actual usage. This rate will be the same as users of a similar size in Exeter will pay.
3. Stratham will pay an amount equal to 40% of the capital cost of the new Exeter Groundwater Facility and associated infrastructure to tie this facility into the main system. This percentage does not reflect the actual source of the water Stratham will receive from Exeter (Stratham may receive water from any current Town of Exeter water supply, at Exeter's discretion). Currently this cost is estimated to be approximately \$5.08 million net of state funding forgiveness of the total cost of approximately \$6.35M. Notwithstanding any of the foregoing, the amount of this Fee shall not be greater than \$2.0 million, and the amount due will be payable upon the start of construction of the Stratham water distribution facilities.
4. The Town of Exeter will provide a meter facility at the connection point with the proposed Stratham system. All facilities to the north of this facility will be the property and responsibility of the Town of Stratham or their assigns. All Exeter charges to Stratham will be based on this master meter. Stratham will pay Exeter service fees in the same manner Exeter customers pay service fees.

5. All facilities within the Stratham system, including but not limited to, piping, valves, backflow preventers, hydrants, etc., shall be designed in accordance with Exeter standards in effect at the time of such design.
6. Stratham shall be responsible for all design, construction, maintenance, and repair work on their water distribution system piping and facilities.
7. Stratham agrees to maintain compliance at all times with all ordinances, policies, and regulations of Exeter regarding water supply piping and facilities. In the event of non-compliance or default under an agreement, Exeter may terminate water use if Stratham fails to remedy the non-compliance within thirty (30) days of written notice. Prior to such a termination, Stratham shall have an opportunity for a hearing before the Exeter Board of Selectmen to show cause why service should or should not be terminated and to grant an extension of time to come into compliance. An extension of time shall not be unreasonably denied.
8. Notwithstanding the foregoing, Exeter shall have the right but not the obligation to assume the ownership, operation, and maintenance of the water system and facilities in Stratham, or any portion thereof upon mutual agreement by the parties.
9. The intent of this document is to provide a basis in principle for the parties to develop an intermunicipal agreement for such described water usage by September 1, 2015. The parties do hereby agree to such understandings based on their signatures shown below:

Town of Exeter

Town of Stratham

\_\_\_\_\_  
Julie Gilman, Chairman  
Exeter Selectboard

\_\_\_\_\_  
Paul Deschaine, Duly Authorized  
Town Administrator

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

# List for Selectmen's meeting May 4, 2015

## Abatements

<u>Map/Lot</u>	<u>Location</u>	<u>Refund</u>
----------------	-----------------	---------------

## Yield Tax

<u>Map/Lot</u>	<u>Location</u>	<u>Tax amount</u>
	2-May Cubie Road	453.92

## Town Manager Updates

Submitted by: Russell Dean, Town Manager

Week Ending: May 1<sup>st</sup>, 2015

### Updates

Completion of Stadium Well Lease process including recording of lease.

Downtown walk with Unitil representative to review utility pole issues.

Review of paving quote by Bell and Flynn for 2015.

Finalization of consultant for Townwide Facilities Plan.

Review RFQ's for water rate consultant study.

Department Head meeting – April 23<sup>rd</sup>

Review of Stagnone request regarding planning board funds for Guinea Road from 1990's.

Respond to Gilroy 91A request regarding Seacoast Family Promise warrant article.

Finance : Review quarterly revenues/expenses, work with Finance on preparing New Hampshire Bond Bank issue; discuss BAN alternative to bonding 3.5 million design funds for WWTF.

Received final report on Parks/Recreation needs assessment from UNH Professor Barcelona.

Confirm bid process for surplus screener.

Signing and provision of annual MS4 Report to NHDES.

Health Trust Board Meeting April 24<sup>th</sup>.

Press Items: SB242, responses to Stratham (EMS).

### Other

1. Review Monthly Department Reports
2. Continued review of Department annual goals (March to March)
3. Plan for Upcoming Projects – FY15
4. New Hire(s) – Seasonal Laborer, Parks/Recreation
5. Resignations – PT Vehicle/Maintenance Laborer
6. Citizen requests/complaints – smoking in public park (Kids Park)
7. Tax issues – deeding/late tax issues, camper tax issues.

## Upcoming Calendar

1. BOS Regular Meeting – May 4<sup>th</sup>
2. BOS Regular Meeting – May 18<sup>th</sup>



# TOWN OF STRATHAM

*INCORPORATED 1716*

10 BUNKER HILL AVENUE • STRATHAM, NH 03885

TOWN CLERK/TAX COLLECTOR 603-772-4741

SELECTMEN'S OFFICE/ADMINISTRATION/ASSESSING 603-772-7391

CODE ENFORCEMENT/BUILDING INSPECTION/PLANNING 603-772-7391

FAX (ALL OFFICES) 603-775-0517

March 30, 2015

Exeter Board of Selectmen  
Attn.: Town Manager Russell Dean  
10 Front Street  
Exeter, NH 03833

Dear Fellow Selectmen,

Stratham is at a point where staffing decisions must be made for our Fire Department. Volunteer service alone is not dependably fulfilling the expanded role fire departments have traditionally undertaken and we have had to rely on the Mutual Aid system to cover many of our calls. It is not the intention of the Town of Stratham to abuse this valuable system and yet we are not at a point where we need a full time staff. Our problem areas center around the weekday, daytime hours.

Would the Town of Exeter be interested in discussing a contractual arrangement whereby Exeter would be the first responder to Stratham fire and ambulance calls Monday through Friday throughout the morning and afternoon periods? We see the potential to better cover the needs of our own community with such an arrangement while helping to offset Exeter's fixed costs of having emergency personnel standing by at all times. Further, this would reduce Stratham's reliance on Mutual Aid to the level for which the system was designed, that is, inter-community assistance in times of overwhelming needs. There are a variety of options which are available and, we feel, worthy of discussion.

The favor of an expression of interest, or lack thereof, would be appreciated by May 1. If there is interest in exploring this opportunity for such an arrangement, we suggest Exeter Town

*Town Manager's Office*

APR 08 2015

*Received*

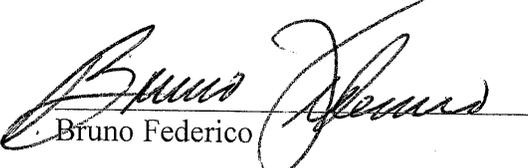
Manager Russ Dean and Stratham Town Administrator Paul Deschaine work out preliminary details and report back to their respective Boards.

Sincerely,

Stratham Board of Selectmen:

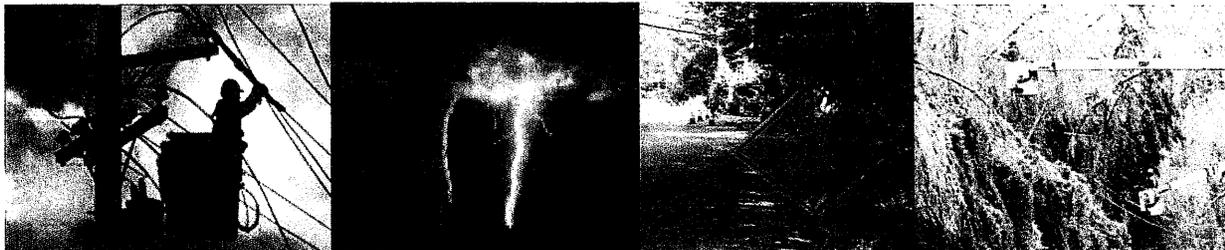
  
David Canada

  
Timothy Copeland

  
Bruno Federico



## 2015 Emergency Response & Preparedness Meeting



### **YOU'RE INVITED!**

- WHO:** Seacoast Area Police, Fire, Emergency Management and DPW Officials
- WHAT:** Unitil's 2015 Electric Emergency Response & Preparedness Meeting
- WHEN:** Tuesday, June 2<sup>nd</sup>, 2015
- WHERE:** Exeter Inn, 90 Front Street, Exeter NH
- TIME:** 7:30 AM – 9:45 AM – *Breakfast served promptly at 7:55 AM, Registration starts at 7:30 AM*
- FEATURING:** Important updates on Unitil's electrical system initiatives and reliability, emergency response and planning, and safety information

RSVP to Ms. Kumiko Shortill, Senior Administrative Assistant via either of the following:

E-mail: [shortillk@unitil.com](mailto:shortillk@unitil.com)

Phone: 603-773-6474

*We look forward to seeing you!*

A handwritten signature in cursive script that reads "Cindy J. Carroll".

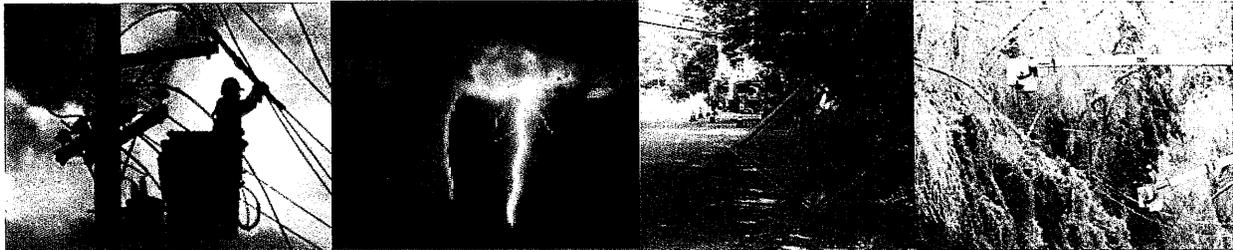
Cindy Carroll  
Director, Customer Energy Solutions  
Unitil Corporation

A handwritten signature in cursive script that reads "R. Francozio".

Richard Francozio  
Director, Business Continuity & Compliance  
Unitil Corporation



## 2015 Emergency Response & Preparedness Meeting



### Agenda for June 2<sup>nd</sup>, 2015

- |                          |                                                                                                                         |
|--------------------------|-------------------------------------------------------------------------------------------------------------------------|
| <b>7:50 AM – 8:05 AM</b> | <b>Breakfast is served</b>                                                                                              |
| <b>8:05 AM – 8:10 AM</b> | <b>Welcome Remarks – Mr. Tim Noonis<br/>Senior Business Development Executive</b>                                       |
| <b>8:10 AM – 8:25 AM</b> | <b>Guest Speaker on Grid Modernization<br/>David O'Brien, VP, Bridge Energy Group</b>                                   |
| <b>8:25 AM – 8:45 AM</b> | <b>Emergency Response &amp; Preparedness – Mr. Richard Francazio<br/>Director, Business Continuity &amp; Compliance</b> |
| <b>8:45 AM – 9:00 AM</b> | <b>Communications – Mrs. Carol Valianti,<br/>Vice President, Communications &amp; Public Affairs</b>                    |
| <b>9:00 AM – 9:15 AM</b> | <b>Local Operations &amp; Vegetation Management – Mr. Scott Wade<br/>Manager, Seacoast Electric Operations</b>          |
| <b>9:15 AM</b>           | <b>Questions &amp; Answers/Closing Remarks – Mr. Tim Noonis</b>                                                         |

*Thank you for attending!*

MAY 01 2015

Received



Phillips Exeter Academy

Thomas E. Hassan  
Principal

May 1, 2015

Mr. Russell Dean, Town Manager  
Ms. Julie Gilman, Chair, Board of Selectmen  
Town of Exeter  
10 Front Street  
Exeter, NH 03833

Dear Russ and Julie,

This note is to extend our thanks and appreciation for your collaboration and support in this week's special town vote. The willingness of the Town leadership to consider our request and follow through on the action required is greatly appreciated.

We feel that the outcome of the vote truly does represent a win-win for both the Town of Exeter and the Academy, and we look forward to next steps in the process.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom", with a long, sweeping underline.

cc: Roger Wakeman



## TOWN OF EXETER, NEW HAMPSHIRE

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

[www.exeternh.gov](http://www.exeternh.gov)

April 17, 2015

Mr. Scott Blood  
Scott Blood Excavation LLC  
POB 188  
Hampton Falls, New Hampshire 03844

Re: Waiver Request from Section 701.5 of the Exeter Town Ordinance – Noise Ordinance  
Property location: 1-9 Water Street, Exeter, N.H. Tax Map Parcel #72-41

Dear Mr. Blood:

Please consider this letter as a waiver from the above-captioned section of the Town of Exeter's Town Ordinance to permit construction activities for the installation of a water line servicing the structure at 9 Water Street to begin at 6:00 A.M. and continue beyond 10:00 P.M., if necessary. It is my understanding that this work is anticipated to take place on or about May 12, 2015. This waiver shall be effective for the week of May 11 – May 15, 2015.

I have enclosed a copy of the Town Ordinance for your files.

If you should have any questions relative to this waiver, or if I can be of further assistance, please do not hesitate to contact my office.

Sincerely,

Douglas Eastman  
Building Inspector/Code Enforcement Officer

cc: Steve Kaneb, Soaring Hawk, LLC, property owner  
Russ Dean, Town Manager  
Richard Kane, Police Chief  
Brian Comeau, Fire Chief  
Jennifer Perry, Public Works Director  
✓ Board of Selectmen

DE:bsm

April 22, 2015

Town of Exeter  
10 Front St  
Exeter, NH 03833

Dear Town of Exeter,

*Friends*



The Town of Exeter's recent \$125.00 gift demonstrates your commitment to child victims of abuse and neglect, and to CASA of NH. Thank you so much for helping us in our efforts to recruit, train, and supervise the hundreds of outstanding volunteers who advocate for child victims in our local and state courts each and every day.

Currently, CASA of NH is providing volunteer Guardians Ad Litem (GAL) for approximately 85% of the State of New Hampshire's child abuse and neglect cases. Your generosity will help us move toward the day when we are able to provide a GAL for close to 100% of these children.

We appreciate the opportunity to work in partnership with the Town of Exeter. Thank you for sharing our vision of a safe and permanent home for every child in New Hampshire.

Gratefully,

Marcia R. Sink  
President / CEO

Tax documentation: The donor received no goods or services in exchange for this gift.

Encl: Brochure

*Town Manager's Office*

APR 27 2015

*Received*

**BERLIN** (603) 752-9670 **COLEBROOK** PO Box 24, Colebrook, NH 03576 (603) 237-8411

**DOVER** PO Box 205, Dover, NH 03821 (603) 617-7115 **KEENE** 39 Central Square, Room 303, Keene, NH 03431 (603) 358-4012

**MANCHESTER** PO Box 1327, Manchester, NH 03105 (603) 626-4600 **PLYMOUTH** 258 Highland Street, Plymouth, NH 03264 (603) 536-1663

April 23, 2015

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

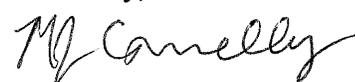
Dear Mr. Dean,

Thank you so much for your most kind and generous \$500 donation to New Generation.

Your gift enables New Generation to provide critically needed programs for homeless, pregnant mothers or mothers to be and their babies. The vision for the organization was established in 1987 by Ruthie Ford, and today this vision is still being carried out, and New Generation has been able to have a positive impact on the lives of over 1,200 women and their babies.

With your help, it is possible to transform the lives of women who are struggling to overcome the cycle of poverty. Thank you for your commitment to enhancing the quality of life in the seacoast region and turning many dreams into reality.

Gratefully,



Meg Connelly, MSW  
Executive Director

Thank you so much!

**FOR YOUR TAX INFORMATION**

Tax ID# 02-0409655

No goods or services of any kind were provided in exchange for this gift.

Amount: \$500

Check Date: April 14, 2015

Check #: 28881

*If you wish for this gift to remain anonymous, please contact  
fundraising@newgennh.org*

*Town Manager's Office*

**APR 27 2015**

*Received*



**Big Brothers Big Sisters**  
of New Hampshire

*Town Manager's Office*

APR 20 2015

*Received*

April 15, 2015

Mr. Russell Dean, Town Manager  
Town Of Exeter  
10 Front Street  
Exeter, NH 03833-2792

Dear Russell,

Thank you for your recent \$2,250.00 donation! Your gift has a tremendous impact as we strive to recruit volunteer mentors for not only the children on our waiting list, but all children in the greatest need.

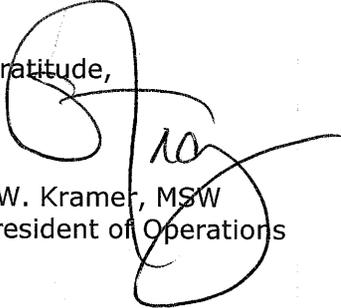
*"My Big Sister is like family and I never expected that," says a 16-year old Little Sister who's been matched for 7 years. "She has taught me a lot and we have been through a lot together. I really enjoy her company and she's been a blessing."*

We are very excited to share the news that our BBBS family just got bigger! On January 1<sup>st</sup>, we consolidated the four New Hampshire Big Brother Big Sister agencies to form one state-wide agency, now known as Big Brothers Big Sisters of New Hampshire (BBBSNH).

The BBBSNH merger will create greater financial sustainability while strengthening the ability to help more New Hampshire children reach their potential through professionally supported one-to-one mentoring relationships. The merger will make even more of a difference to the children of our communities and in turn to the whole of our state. When it comes to serving the children of New Hampshire, every Little counts!

Thank you again for your generous support!

With gratitude,

  
Stacy W. Kramer, MSW  
Vice President of Operations

Our Federal Tax ID number for your records is: 02-0348477

*Thank you!  
We so appreciate  
your support!*



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Seacoast Regional Office: 4 Greenleaf Woods Drive #201 – Portsmouth, NH 03801 – (603) o 430-1140 f 430-7760



# State of New Hampshire Department of Revenue Administration



109 Pleasant Street  
PO Box 1313, Concord, NH 03302-1313  
Telephone (603) 230-5000  
www.revenue.nh.gov

John T. Beardmore  
Commissioner

MUNICIPAL AND PROPERTY  
DIVISION  
Stephan W. Hamilton  
Director

Kathryn E. Skouteris  
Assistant Commissioner

4/27/2015

David M. Cornell  
Assistant Director

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

Dear Assessing Officials:

Earlier in 2015, you were notified of your town's 2014 sales-assessment weighted mean ratio. Since that time, the Department of Revenue Administration has completed the process of calculating the total equalized values for each municipality and unincorporated places throughout the state pursuant to RSA 21-J:3 XIII.

Two total equalized figures were calculated for each municipality: The "Total Equalized Valuation **Including** Utility Valuation and Railroad Monies Reimbursement" will be used to calculate your municipality's portion of the county tax and cooperative school district taxes, if applicable. The "Total Equalized Value **Not Including** Utility Valuation and Railroad Monies used to calculate each municipality's portion of the state education property tax.

In order to fulfill the requirements of RSA 21-J:3 XIII, adjustments have been made to the modified assessed valuation to bring such valuation to true and market value. Enclosed with this letter are informational sheets that summarize how each of the following figures was calculated.

Town Name: EXETER	Including Utility Valuation and Railroad Monies Reimbursement	Not Including Utility Valuation and Railroad Monies Reimbursement
2014 Modified Local Assessed Valuation	1,644,245,260	1,611,072,544
+ D.R.A. Inventory Adjustment	88,371,301	88,373,099
= 2014 Equalized Assessed Valuation	1,732,616,561	1,699,445,643
+ Equalized Payment in Lieu of Taxes	1,578,635	1,578,635
+ Equalized Railroad Tax	0	0
= <b>2014 Total Equalized Valuation</b>	<b>1,734,195,196</b>	<b>1,701,024,279</b>
2014 Equalized Assessed Valuation	1,732,616,561	
+ Adjustment RSA 31-A (Shared Revenues)	0	
= <b>Base Valuation for Debt Limits</b>	<b>1,732,616,561</b>	

This letter is official notification of your 2014 Total Equalized Valuation(s). You have the right to appeal these valuations to the N.H. Board of Tax and Land Appeals pursuant to RSA 71-B:5 II. The appeal period is not extended due to any communication, either verbal or written, between the D.R.A. and a municipality regarding the total equalized valuations.

If you have any questions regarding the computation of your total equalized assessed valuation(s), please contact this office at 230-5950.

Sincerely,  
  
Linda C. Kennedy, Manager  
Equalization Bureau

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.*

**NEW HAMPSHIRE DEPARTMENT OF REVENUE ADMINISTRATION  
2014 EQUALIZATION INFORMATION SHEET**

This informational sheet has been provided to explain and summarize the information contained in each municipality's notification of "Total Equalized Valuations," the appeal process, Assessing Standards Board, etc.

The following is a brief explanation of how each municipality's "Total Equalized Valuations" were calculated:

**MODIFIED ASSESSED VALUATION:** It may be helpful to refer to page 2 of the MS-1 report provided by your municipality to the Department of Revenue Administration in the fall of 2014.

**"GROSS LOCAL ASSESSED VALUATION"** - Sum of all assessed values in the municipality

- Certain Disabled Veteran's: RSA 72:36-a
- Improvements to Assist Persons who are Deaf: RSA 72:38-b V
- Improvements to Assist Persons with Disabilities Exemption: RSA 72:37-a
- School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (\$150,000 max per exemption)
- Water & Air Pollution Control Exemption: RSA 72:12-a

= **"MODIFIED ASSESSED VALUATION"**

- Blind Exemption: RSA 72:37
- Elderly Exemption: RSA 72:39-a & b
- Deaf Exemption: RSA 72:38-b
- Disabled Exemption: RSA 72:37-b
- Wood-Heating Energy System Exemption: RSA 72:70
- Solar Energy System Exemption: RSA 72:62
- Wind Powered Energy System Exemption: RSA 72:66
- Additional School Dining/Dormitory/Kitchen Exemption: RSA 72:23 IV (exemption amount > \$150,000).

= **"NET LOCAL ASSESSED VALUATION"** - The municipal, county, and local school tax rates are computed using the net local assessed valuation.

**TAX INCREMENT FINANCE DISTRICTS (TIFS):** RSA 162-K:10 III - The retained captured assessed value is added to the modified assessed value and will be equalized for all TIF districts created after 4/29/99. The original assessed value is used to set a municipality's tax rates.

**DRA INVENTORY ADJUSTMENT:** The sum of the adjustments of the modified local assessed valuation is divided into three categories.

Category 1: The total modified local assessed value of land (excluding land in current use, conservation restriction assessment, discretionary easements, and utilities), buildings and manufactured housing is equalized by the 2014 equalization ratio. This category includes discretionary preservation easements, taxation of farm structures and land under farm structures. The difference between the modified local assessed valuation of land, buildings and manufactured housing and the equalized value equals the DRA adjustment for land, buildings, and manufactured housing.

Category 2: An adjustment for land assessed at current use, conservation restriction assessment, discretionary easements values is made. This adjustment is calculated by dividing the total net local assessed valuation for land in these two categories by the 2013 equalization ratio to obtain the equalized value of current use, conservation restriction assessments and discretionary easements. If a municipality has had a full revaluation or cyclical revaluation as defined by Rev 601.16 and 601.24, a ratio of 100.0 is used.

The difference between the local assessed value of the land and the equalized value equals the DRA adjustment for current use, conservation restriction assessments and discretionary easements.

Category 3: A DRA adjustment for public utilities, as defined by RSA 83-F is made by comparing the market value of the utility as determined by the DRA to the net local assessed value of the utility. The difference between the assessed value and the market value equals the adjustment. The value of public utilities is not added into the "Total Equalized Value Not Including Utility Value or Equalized Railroad Taxes."

**EQUALIZED ASSESSED VALUATION:** The sum of the "modified local assessed valuation" plus the inventory adjustment. The equalized assessed valuation represents the equalized value of all "taxable" properties in a municipality.

**PAYMENT IN LIEU OF TAXES:** The equalized value for payments received in lieu of taxes includes State & Federal Forest Land Reimbursements, Recreation Land Reimbursements, Flood Land Reimbursements, and others.

**RAILROAD TAX:** The equalized value for monies received from the railroad tax. This figure is not included in the "Total Equalized Valuation Not Including Utility Values and Equalized Railroad Taxes."

**TOTAL EQUALIZED VALUATIONS INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES:** The sum of the equalized assessed valuation, the equalized value of payments in lieu of taxes and the equalized value of the railroad tax monies.

The Total Equalized Valuation including the value of utilities and equalized value of railroad monies reimbursed to municipalities represents the equalized value of all property in a municipality including utilities and will be used to:

- Apportion county taxes for the 2015 tax year;
- Calculate state reimbursements, and;
- Apportion cooperative school taxes for the 2015 tax year;
- Calculate the state education tax for the 2016 tax year.

**TOTAL EQUALIZED VALUATIONS NOT INCLUDING UTILITY VALUE AND EQUALIZED RAILROAD TAXES:** The sum of the equalized assessed valuation and the equalized value of payments in lieu of taxes.

The 2014 "total equalized valuation not including utility and equalized value of railroad monies reimbursed to municipalities" will be used to apportion the state education property tax for the tax year 2016. The 2013 total equalized valuation not including utilities and the value of railroad monies reimbursed to municipalities will be used to apportion the state education property tax for the tax year 2015.

**ADJUSTMENT RSA 31-A SHARED REVENUES:** The equalized value of monies received from the shared revenues distributed pursuant to RSA 31-A. These values are NOT part of the "Total Equalized Valuation" of a municipality (*RSA 21-J:3 XIII change eff. 2002*). Meals and Rooms Tax revenues distributed to municipalities pursuant to RSA 78-A:26 are not equalized and, therefore, are not included in this amount. *RSA 31-A has been suspended for the biennium ending 6/30/2015 as provided by HB 2, 2013, 144:2) Therefore, no monies were equalized.*

**BASE VALUATION FOR DEBT LIMITS - RSA 33:4-b:** The sum of the equalized assessed valuation plus the equalized valuation of the shared revenues. The base valuation for debt limits is used to determine a municipality's, school district, or village district's bonding capacity. This figure is provided to municipalities, banks, bonding companies, and other interested parties who request a "Base Valuation for Debt Limit Certificate."

**TOTAL EQUALIZED VALUATION:** The total equalized valuation for each municipality does not include the equalized value of monies received from shared revenues. The base valuation for debt limit, however, does include the equalized value of monies received from shared revenues.

**% PROPORTION TO COUNTY TAX:** The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the county comparing each municipality's total equalized value to the total equalized value of the county.

**% PROPORTION TO STATE TAX:** The percentage of proportion to \$1,000 of tax that is to be allocated to each town within the state by comparing the town's total equalized value to the total equalized value of the state.

**LOCAL TAX RATE:** The actual tax rate as calculated by the Department of Revenue Administration, Municipal and Property Division. The tax rate includes the municipal, county, local school and state education property tax rates.

**EQUALIZATION RATIO:** The 2014 equalization ratio as determined by a ratio study conducted by the Department of Revenue Administration's equalization staff. As a rule, the municipality's weighted mean ratio point estimate calculated to a tenth of 1% will be used to adjust the municipality's modified local assessed valuation.

If there were insufficient sales and/or it is determined that the weighted mean does not accurately reflect the level of assessment in a municipality, another ratio may be used.

**FULL VALUE TAX RATE:** The 2014 gross local property taxes to be raised as reported by the Department of Revenue Administration, Municipal & Property Division, divided by the total equalized valuation including utility values and equalized railroad taxes. This figure represents the estimated tax rate for a municipality if all the taxable property was assessed at 100% and includes the equalized value of properties for which a payment in lieu of property taxes is made.

### APPEAL OF TOTAL EQUALIZED VALUATION

Municipalities were sent their 2014 Notification of Total Equalized Valuations on April 30, 2015.

Per RSA 71-B:5, II, any municipality aggrieved by the total equalized valuation as determined by the DRA must appeal to the Board of Tax and Land Appeals in writing within 30 days of the town's notification of the municipality's total equalized valuation.

The appeal period is not extended due to any communication, either verbal or written, between the DRA and a municipality regarding the total equalized valuation.

### ASSESSING STANDARDS BOARD – RSA 21-J:14-a

The duties of the Assessing Standards Board (ASB) included:

- Review the procedures of the prior year's ratio studies conducted by the Department of Revenue Administration;
- Establish procedures for improving the ratio studies for the forthcoming property tax year;
- Develop standards for equalization; and
- Review, revise and approve the equalization manual published by the Department of Revenue Administration.

### MUNICIPAL & PROPERTY DIVISION MONITORING STAFF

The Municipal & Property Division staff plays an active role working with towns on their ratio studies. Some of the services they provide include:

- Training municipal officials to data enter the assessment information electronically
- Reviewing the sales information with municipalities prior to the ratio setting process
- Explaining the meaning and significance of the statistics resulting from the ratio study process

### “STATEWIDE EDUCATION PROPERTY TAX” WARRANT - RSA 76:8

Each municipality was sent a “statewide enhanced education tax” warrant for the tax year 2015 before December 15, 2014. The new 2014 total equalized valuation figures do not affect the warrant amounts because they were calculated using the 2013 total equalized values without utilities.

**DRA WEBSITE** - <http://www.nh.gov/revenue> Subcategories: NH Icon, Municipal & Property Division, Equalization, and choose Tax Year

The following items are available on the DRA website:

- Assessment Report - exemptions & tax credits for each municipality
- Blind Exemption Report
- Coefficient of Dispersion (COD) List
- Comparison of Full Value Tax Rates
- Current Use Report
- Debt Limit
- Elderly Exemption Report – Taxes Lost
- Equalization Survey including Utilities
- Equalization Survey not including Utilities
- Equalization Manual
- Median Ratio List
- Price Related Differential (PRD) List
- Property and Exclusion Codes
- Equalization Ratio List (Weighted Mean)
- Tables by County
- Veteran's Tax Credit Report

The 2014 Equalization Survey and associated reports should be completed and placed on the web by June 15, 2015. We invite you to take the opportunity to browse the website. Please let us know if you have any suggestions for documents you would like put on the website.

**THANK YOU**

I would like to take this opportunity to thank you for your cooperation with this year's equalization study and to invite you to make suggestions or express concerns regarding the equalization process. Questions regarding the equalization process in general or how specific numbers were calculated; please feel free to contact this office at 230-5950.



Division of Civilian Medical Reserve Corps  
USDHHS/ Assistant Secretary of Preparedness/OEM  
USDHHS Region I – New England

April 10, 2015

Russell Dean, Exeter Town Manager  
Exeter Board of Selectmen  
10 Front St  
Exeter, NH 03833

Dear Mr. Dean and Exeter Selectmen,

The NH Seacoast Medical Reserve Corps, housed by the NH Seacoast Public Health Network has stated that they are changing fiduciary agents to Lamprey Health Care in the near future. The Division of Civilian Volunteer Medical Reserve Corps (DCVMRC) annually provides a Capacity Building Award program managed by the National Association of City and County Health Officials (NACCHO) through a cooperative agreement. Funds awarded to the NH Seacoast MRC unit through this capacity building award program have been allocated based on the submitted application and budget. It is expected that these federal funds will be used as stated in the awarded contract, regardless of the fiscal agent.

In accordance with the contractual agreement for the DCVMRC Capacity Building Award managed through cooperative agreement by NACCHO, please release the funds to the new fiscal agent, Lamprey Health Care.

Thank you,

*Jennifer J. Frenette*

Jennifer Frenette, BS, CHEP, EMT-I, I/C(Ret.)  
Regional Coordinator, USDHHS Region I (New England)  
Division of the Civilian Volunteer Medical Reserve Corps  
Assistant Secretary of Preparedness and Response/OEM

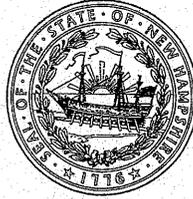
Cc:

Brian Comeau, Exeter Fire Chief,  
Doreen Ravell, Finance Director  
Mary Cook, Public Health Emergency Preparedness Coordinator  
Seacoast Public Health Network/Exeter Fire Department

# State of New Hampshire

## Board of Tax and Land Appeals

Michele E. LeBrun, Chair  
Albert F. Shamash, Esq., Member  
Theresa M. Walker, Member  
-----  
Anne M. Stelmach, Clerk



Governor Hugh J. Gallen  
State Office Park  
Johnson Hall  
107 Pleasant Street  
Concord, New Hampshire  
03301-3834

### NOTICE TO ALL TAX COLLECTORS:

In accordance with the provisions of RSA 76:13, the Tax Collector shall notify the Board of Tax and Land Appeals, **in writing**, of the date on which the **final tax bill** was sent (tax bill that establishes the total tax liability – see RSA 76:1-a for definitions).

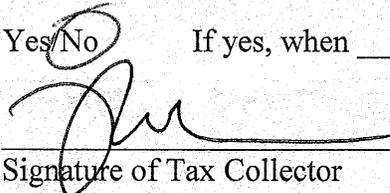
Please complete the information below indicating the date of mailing of the final tax bill covering taxes which were committed to you on the original property warrant for **2014** and **return** this form to the **Board of Tax and Land Appeals** at the above address by **May 1, 2015**.

MUNICIPALITY OF: EXETER FINAL TAX BILL MAILED ON: NOV. 7, 2014

Final tax bill, pursuant to RSA 76:1-a, means one of the following. Please check one.

- Bill annually;
- Bill semiannually (pursuant to RSA 76:15-a);
- Operating with an optional fiscal year (pursuant to RSA 31:94-a); or,
- Special legislative act; and
- Bill quarterly (pursuant to RSA 76:15-aa).

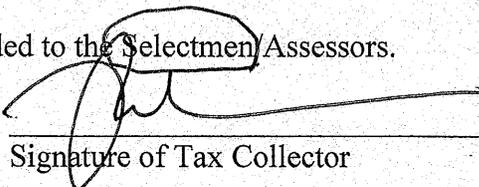
Were any supplemental property warrants issued. Yes/No No If yes, when \_\_\_\_\_.

  
\_\_\_\_\_  
Signature of Tax Collector

### CERTIFICATION

I hereby certify a copy of this Form has been provided to the Selectmen Assessors.

Date: 4/30/15

  
\_\_\_\_\_  
Signature of Tax Collector

Rev. 3/2015



LEADERSHIP SEACOAST

Class of 2014  
www.leadershipseacoast.org

Dear Russ,

On behalf of the board of Leadership Seacoast thank you so much for your participation in Economic Development day with our current class. The roundtable conversations you helped to facilitate were one of the most highly rated parts of the day. Participants found the discussion enlightening and thought provoking.

I want to add my personal thanks as a resident of Exeter. It's terrific that you were a part of the day. Best, Janet Guen



STATE OF NEW HAMPSHIRE  
OFFICE OF THE GOVERNOR  
HIGHWAY SAFETY AGENCY  
78 REGIONAL DRIVE, BUILDING 2  
CONCORD, N.H. 03301-8530

Margaret Wood Hassan  
GOVERNOR

TDD Access: Relay NH 1-800-735-2964  
603-271-2131  
FAX 603-271-3790

Peter M. Thomson  
COORDINATOR

April 23, 2015

Chief Richard Kane  
Exeter Police Department  
20 Court Street  
Exeter, NH 03833

Dear Chief Kane:

Please be advised that your application for federal funds for Highway Safety Project #315-15A-166 entitled "Exeter Motorcycle" has been officially approved by this Office, and will be reimbursed to the extent described in the approved project application. You will note the effective date is April 23, 2015.

Reimbursement will be made after payment in full has been made and copies of the **invoice(s) dated within the contract period** are forwarded to this Office. Reimbursement procedures issued by the US Office of Management and Budget require that **billing for reimbursement for this contract must be received by the NH Highway Safety Agency within 20 days of the end of the contract period**. A copy of the "Procedure for Reimbursement of Federal Highway Safety Funds for Municipal Projects" is enclosed along with a questionnaire entitled "Project and Audit Information" which is to be completed and returned to this Agency.

Also find enclosed a quarterly report form for your use in reporting the progress made as the result of this contract. The information is required for our reports to the National Highway Traffic Safety Administration to demonstrate the overall effectiveness of the State's Highway Safety Program. Please return the report to us at the end of the month following each quarterly period.

We ask that you pay special attention to the audit report requirement appearing on the enclosed project addendum – HS-4(a).

Your cooperation will expedite the processing of reimbursements. If you have any questions concerning any aspects of this project, please let me know at once so that we may complete the project in an orderly fashion.

Sincerely,

Peter M. Thomson  
Coordinator

/djf

Enclosures

cc: Russell Dean, Town Manager ✓

*Town Manager's Office*

APR 30 2015

*Received*



STATE OF NEW HAMPSHIRE  
OFFICE OF THE GOVERNOR  
HIGHWAY SAFETY AGENCY  
78 REGIONAL DRIVE, BUILDING 2  
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GOVERNOR

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603-271-2131  
FAX 603-271-3790

Peter M. Thomson  
COORDINATOR

April 23, 2015

Chief Richard Kane  
Exeter Police Department  
20 Court Street  
Exeter, NH 03833

Dear Chief Kane:

Please be advised that your application for federal funds for Highway Safety Project #315-15A-167 entitled "Exeter Traffic Monitoring Device" has been officially approved by this Office, and will be reimbursed to the extent described in the approved project application. You will note the effective date is April 23, 2015.

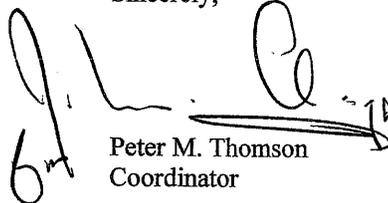
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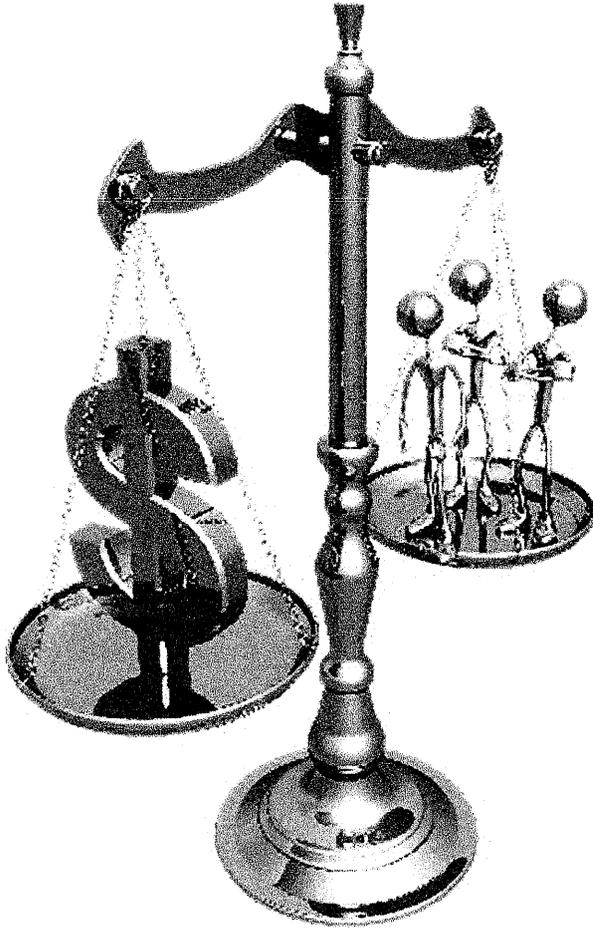


Peter M. Thomson  
Coordinator

/djf

Enclosures

cc: Russell Dean, Town Manager ✓



**TUES MAY 5**

**7 PM**

**STATE BUDGET  
FORUM**

**Presented by  
Exeter Members  
of NH House of  
Representatives**

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**Frank Heffron  
Alexis Simpson  
Paula Francese  
Skip Berrien  
Patty Lovejoy**

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School of Science  
and Technology  
Tuck Center  
30 Linden Street  
Exeter