

**Exeter Board of Selectmen Meeting
Monday, June 15th, 2015, 7:00 p.m.
Nowak Room, Town Office Building
10 Front Street, Exeter, NH**

1. Call Meeting to Order
2. Bid Openings/Awards – Linden Street Bridge/Culverts, Fire Department Bucket Truck
3. Public Comment
4. Minutes & Proclamations
 - a. Proclamations/Recognitions
 - b. Regular Meetings: June 1st, 2015
5. Appointments
6. Discussion/Action Items
 - a. New Business
 - i. Economic Development Update
 - ii. Parks/Recreation: 4 Hampton Road Feasibility Study
 - iii. Invitation from County Commissioners: 2015 Budget
 - iv. Special Events Application
 - b. Old Business
7. Regular Business
 - a. Tax, Water/Sewer Abatements & Exemptions
 - b. Permits & Approvals
 - c. Town Manager's Report
 - d. Selectmen's Committee Reports
 - e. Correspondence
8. Review Board Calendar
9. Non Public Session
10. Adjournment

Julie Gilman, Chairwoman
Exeter Selectboard

Posted: 06/12/15 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

Draft Minutes

Exeter Board of Selectmen

June 1, 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. Bid Openings/Awards – Town Office Wiring, Snow Go Resolution, Street Sweeper, Stadium Well Construction

Office Wiring:

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to award the office wiring bid to Reilly Electric Controls, Inc. in the amount of \$66,600. Vice Chair Clement asked how disruptive this work will be. Jennifer Perry said they will work around staff hours. They will try not to disrupt operations in the building. Vice Chair Clement asked when the work will start. Ms. Perry said there is no schedule yet, but soon. Mr. Dean said he will circulate the schedule when he gets it. With a Motion on the table, the Board voted. Motion carried – all in favor.

Snow-Go:

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the Selectboard approve the resolution Exhibit E regarding the purchase of the new RPM Tech Snowblower Model CM220 approved at the May 4, 2015 Selectboard meeting. An amendment was made to the Motion by Selectman Chartrand and seconded by Vice Chair Clement to waive the reading of the resolution. Motion and amendment carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger that the Selectboard award authority to the Town Manager to sign any documents regarding the Snow-Go. Motion carried – all in favor.

Selectwoman Surman asked what needs to be signed. Mr. Dean went through a list of documents that need to be signed.

Street Sweeper:

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to award the bid for the new Street Sweeper to Donovan Equipment for a total of \$219,823 which includes the base bid of \$10,823 in additional replacement parts and equipment. Ms. Perry said they had applied to NHDES for a loan program and were successful. They can make changes from the warrant article. This will now be a loan agreement with NHDES. With a Motion on the table, the Board voted. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the Selectboard enter into and approve a loan agreement with the New Hampshire Department of Environmental Services for up to \$235,000 to the Town of Exeter and to authorize Town Manager, Mr. Russell Dean, to sign paperwork associated with such agreement on behalf of the Town. Motion carried – all in favor.

Ms. Perry said they have to be able to pay loan in entirety and then NHDES will forgive on each yearly installment.

Lary Lane Groundwater Treatment Plant:

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the BOS authorize the revised construction bid of the stadium well to Apex Construction in the amount of \$459,250. Motion carried – all in favor.

3. Public Comment

Mike Dawley said it has been 17 days since Ms. Von Aulock gave her notice. He said there is still no notice of the job opening. He asked if there will be one. Chairwoman Gilman said there would be one, and that they have hired a consultant. Mr. Dawley said there shouldn't be too long of an interim with all the work going on with the TIF other projects. He also wondered about the possible change of the Economic Development Director from full-time status to a consultant. He asked if this is happening. He said he doesn't see any reasons to make this change and urged the Board not to do this.

Joanna Pellerin asked the Board to endorse a PREP grant application. She talked about the Nitrogen issue. The grant proposal is in the packet in correspondence. She said this is an opportunity to do little steps. The Citizen's Group is asking the Town to endorse this and pay the \$1500 match. She offered to work with Kristen Murphy and/or the Conservation Commission. The application needed to be submitted in less than a week. Selectman Chartrand said the timeframe is tight. He asked Chairwoman Gilman to schedule time at the next BOS meeting to go over all four PREP reports. He said they owe it to the water/sewer ratepayers to talk about this. Vice Chair Clement showed an article about Nitrogen in the bay. He said this is a good grant. It is something to move forward on. He said if they approve the grant, they need to tweak some things. Selectman Chartrand started a Motion, but then

withdrew. Brian Griset said there is a regulatory issue in the application. He said the public didn't receive notice on this, so it should be put off. Selectman Chartrand said he didn't understand the regulatory issues and thinks this application is appropriate. Selectwoman Surman said they have not had a lot of notice on this. Ms. Pellerin asked if it is possible if the application can be sent, and the public comment aspect be considered if the grant is accepted. Vice Chair Clement said he thinks it is fine for the Board to do this. He didn't follow Mr. Griset's opinion about having a public hearing. He said they should apply for the grant and have a discussion after it is accepted. Mr. Griset said he supports the grant, but said this isn't a simple fix. His issue was it was not in the agenda. Mr. Dean said the Board does not have a formal policy on grant applications. Selectman Chartrand asked if the \$1500 is in the Selectman budget. Mr. Dean said it would not be his first suggestion. Ms. Perry said staff met to go over the grant application and they believe it has a lot of merit. She said the public education piece is key. She thanked Ms. Pellerin for coming forward with this. She had a few concerns with the regulatory side, but said they could scrape money together to find a way to pay for it.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand that the town move forward and apply for the PREP grant in the amount of \$6000 with match funds from the Town of Exeter of \$1500 and with a recommendation from Mr. Dean to come up with a suggestion of where to pull money from. Motion carried – all in favor.

Gwen English, Planning Board member, said the May 4th meeting of the BOS had some inflammatory comments about the Planning Board. She read a direct quote from a BOS member from that meeting. She talked about the guidelines for Planning Board for electing officers. She doesn't feel the comments made at the May 4th BOS meeting were appropriate. She talked about BOS representatives and alternates being officers on Planning Board. She said nothing states that alternates can't be officers. The Planning Board is in the process of reviewing their guidelines. She said it is unreasonable for a BOS member to make a Motion to put off Planning Board's election of officers. To insinuate that Planning Board members don't follow the rules is insulting.

4. Minutes and Proclamations

a. Proclamations/Recognitions

None.

b. Special Meetings: May 18, 2015

An amendment was made by Selectwoman Surman on page 1, paragraph 4 to change "Selectwoman Surman said the notion of the TIF was promote..." to "Selectwoman Surman said the notion of the TIF was to promote..." .

An amendment was made by Chairwoman Gilman on page 3 to change "Brad Nichols" to "Rad Nichols".

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to accept the minutes of the May 18, 2015 BOS meeting, with the two amendments noted, submitted by Nicole Piper, recording secretary. Motion carried – all in favor.

5. Appointments

None.

6. Discussion/Action Items

a. New Business

i) Gilman Street Agreement

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger that the Selectboard approve the Gilman Street Agreement. Motion carried – all in favor.

The Board all signed the Agreement.

ii) Wastewater Facility Design/Engineering BAN

Mr. Dean talked about the Bond Anticipation Notes. The Municipal Bond Bank will be giving them \$3.3 million first with a .75% interest rate. When the decision to move forward comes, they will roll the \$3.3 million into a longer term bond. There is \$5 million in authority to work with.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the BOS approve the Bond Anticipation Notes in the amount of \$3.3 million to Merchant's Bank with a .75% interest rate with a due date of July 22, 2015. Motion carried – all in favor.

iii) Lincoln/Water/Tremont/Daniel Water/Sewer Design Agreement

Mr. Dean said this was Article 7 of the 2014 Warrant. They are now moving forward with this. Vice Chair Clement would like to get a schedule of work to be done. He asked if they are only moving forward with the Lincoln/Water/Tremont/Daniel areas. This has nothing to do with the Epping Road TIF. Ms. Perry said yes, this is only the design for Lincoln/Water/Tremont/Daniel. They are looking to fast track in the vicinity of the school. Construction could start in August, or early September. Vice Chair Clement said the area with the school is a challenge. He said DPW has engaged with neighborhoods before. He wondered if they would again on this. He said it is great to get out a public notice. Ms. Perry said yes, DPW will be getting it out to neighborhoods.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the BOS approve the award of the Lincoln/Water/Tremont/Daniel Water/Sewer design to CMA Engineers in the amount of \$26,500. Motion carried – all in favor.

iv) Exeter Mills Release of Water Rights Agreement

Selectman Chartrand said he gets questions if the town is on track to take the dam out. He asked if this agreement will keep the town on track. Ms. Perry said they couldn't do dam removal without having water supply at the Mills. As of now, they are on track. They are having a hard time with permitting. This agreement is very important. They are moving ahead as of now as predicted. Vice Chair Clement said signing this document alleviates them from having to deal with this in the future.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement that the BOS approve this agreement between the Town of Exeter and the Exeter Mills, LLC which will release water rights held by the Exeter Mills, LLC and allow improvements to be constructed on the Mills property to meet previously deeded water rights, and I further ask the Board to authorize the Town Manager, Russell Dean, to sign paperwork associated with such agreement on behalf of the Town. Motion carried – all in favor.

v) Townwide Facilities Plan Agreement

Chairwoman Gilman said they got a proposal from HL Turner Group, Inc. Selectwoman Surman asked if this went to bid. Chairwoman Gilman said it did not, but is the company is qualified. Vice Chair Clement asked if it was the only group that met the RFQ. Chairwoman Gilman said no, but it was the best match. There is more interaction than going out to bid. Vice Chair Clement asked if this is normal procedure. Mr. Dean said yes. He said that one thing Turner submitted over others were their facility audit documents. Vice Chair Clement asked what a "user meeting" was. Chairwoman Gilman said it is when you engage with employees.

A Motion was made by Selectman Clement and seconded by Selectwoman Belanger that the BOS approve the agreement between the Town of Exeter and HL Turner Group, Inc. in the amount of \$50,000 to conduct a Townwide Facilities Plan. Motion carried –all in favor.

vi) Economic Development Agreement

Chairwoman Gilman talked about the Consulting Agreement in the packet which would change the status of the Economic Development Director from full-time to a consultant.

Selectwoman Surman thinks this agreement is premature. She was involved in the Budget Recommendations Committee discussions pertaining to the hire of an Economic Development Director position. She said people were strongly opinionated. The group had decided that a full-time employee would be best, so it went on the warrant and the town voted it in. She said to have this agreement is somewhat disrespectful to all the work that was done.

She is concerned that the current Economic Development Director doesn't want to be a full-time employee. She thinks that person has three options; retire, be terminated, or do his job that he was hired to do.

Vice Chair Clement talked about the discussions that were had when the idea of this position was brought up. They had come up with the position and advertised for it. This was less than a year ago. Now, if they abandon this plan, he would like to open back up the discussion. He would like the Board to create a contractual agreement. He said he doesn't want to look at the contract until they further converse.

Selectwoman Belanger said she doesn't look at this agreement and think that Mr. Winham doesn't want to be a full-time employee, but that there is an option here to discuss.

Chairwoman Gilman thinks there may be reluctance with a developer from dealing with the town directly. She doesn't have a problem switching the Economic Development Director to consulting because she feels the position is better fitted for consulting. She said she has learned a lot this past year.

Selectman Chartrand was in agreement with Chairwoman Gilman. He is willing to look at the consulting agreement. He thinks the Board needs to look more closely at it. They should discuss it in specific detail. He said Mr. Winham has done exceptional work. He said it would be great to have a consensus. Chairwoman Gilman agreed, and said she is going to put this on the next meeting's agenda.

Selectwoman Surman said if they decide to go with a consultant, they should open the job to other consulting agencies. She wants to consider all other consultants. They can look at it as a re-hire and DarWin can apply.

Chairwoman Gilman said the first step is to look at the pros and cons. Vice Chair Clement suggested having a work session to talk about the position. Selectwoman Surman said because they are changing the position, she wants to open it to all potentials.

Kris Vaughn, Exeter resident, said if the job is changing then the field of applicants shifts with that. She said it is out of practice to just change the position. She wondered how this change will benefit the town. She also suggested that they discussion not be a closed meeting.

Mr. Dean said one reason they have the agreement is to be transparent. It is for everyone to look at. Also, the compensation piece in a consulting agreement is different. He also said there is a 30-day termination policy with a consulting agreement, which the town doesn't have with an employee.

Brian Griset asked who brought the agreement forward. Chairwoman Gilman said it was a discussion between Mr. Dean and Mr. Winham. Mr. Griset said if they look at a consultant, they need to not look at a specific agreement. Chairwoman Gilman said that is why

they need to look more closely at this. Mr. Dean said the agreement was suggested by Mr. Winham and through conversation he brought it forward for consideration.

Dave Wilson said the biggest issue is how the TIF will proceed.

Selectwoman Surman and Vice Chair Clement said they want a work session.

Darren Winham said he likes being a full-time employee. She said he is trying to offer protection that the town doesn't have. He thought this would be a benefit to the town.

Bill Winter said he hopes the Board will listen to what Selectwoman Surman said.

vii) TIF Advisory Board

Chairwoman Gilman said state laws say the TIF district has to be managed, i.e. have an Advisory Board to deal with money, and report to the BOS. The Advisory Board is required to have five members and three need to be property owners or developers in the area, one BOS rep., and the Economic Development Director.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint, as a property owner, John Shafmaster to the TIF Advisory Board with a term to expire May 31, 2016. Motion carried –all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Mike Lampert to the TIF Advisory Board with a term to expire May 31, 2016. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Tom Monehan to the TIF Advisory Board with a term to expire May 31, 2016. Motion carried – all in favor.

A Motion was made by Vice Chair Clement and seconded by Selectman Chartrand to appoint Darren Winham, as the Economic Development Director, to the TIF Advisory Board with a term to expire May 31, 2016. Motion carried – all in favor.

A Motion was made by Vice Chair Clement to appoint Anne Surman, as the BOS rep, to the TIF Advisory Board with a term to expire May 31, 2016. With no second, Motion fails.

Selectman Chartrand talked about a procedure to elect a BOS rep. Selectwoman Surman came up with a recommendation of how to elect. Vice Chair Clement said this person has to have a relationship with land owners. Selectman Chartrand said he is interested in Selectwoman Belanger being the BOS rep because she has legal background. Chairwoman Gilman called for nominations. Vice Chair Clement nominated Selectwoman Surman.

Selectman Chartrand nominated Selectwoman Belanger. The Board took a vote. Chartrand, Belanger, and Gilman voted Belanger. Surman and Clement voted for Surman.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Surman to appoint Nancy Belanger, as BOS rep, to the TIF Advisory Board with a term to expire on May 31, 2016. Motion carried –all in favor.

b. Old Business

i) Sportsmen's Club Update

Chairwoman Gilman said there is an issue with paragraph 2 on the lease. There is a proposed site walk to look at the berm. She suggested letting that happen before saying what it next. She said a member of the Club's neighborhood has volunteered to speak with town counsel about the paragraphs of concern. This man is an attorney. It is not a sure thing, she was just informing the Board of this. Vice Chair Clement didn't think it was a good idea. It could jeopardize the client relationship. The lease was reviewed by counsel. Counsel is for the town to engage for legal interpretations. He said it will cause issues. Selectman Chartrand agreed. Vice Chair Clement said there should still be a site walk. Selectman Chartrand said he feels for the neighborhood, but the town voted on this lease.

Beth Brosnan, from Robin Lane, said Chairwoman Gilman had talked to her about town counsel's interpretation of the lease. She wished this had gone on the agenda earlier. The noise section of the lease says the tenant will make efforts to attenuate sound and extend the berm to attenuate sound across the pond. However, she says the sound across the pond has not been diminished at all from the berm. Shooting now continues later at night because of the lights. Shooters are also shooting different guns that are louder. When the Club requested a 40 year lease in 2009, they had talked about enclosing the range. She says enclosing the range would be a win-win. The Club is also required to have 20% Exeter residents. She is interested to know where that is at.

Selectman Chartrand said the Board approved the lease only under the direction of the legislative body.

Mr. Dean said he would forward Ms. Brosnan the residency figures. Ms. Brosnan also asked for a follow-up after the site walk happens.

Brian Griset asked if the sound report was when the leaves were off the trees. He said there was discussion about doing another sound test when the leaves came back on. Ms. Brosnan said the leaves presence was not a huge discrepancy.

Chairwoman Gilman said when they know the date of the site walk, they will get it out to everyone.

ii) Wastewater Facility Update

Ms. Perry gave a Wastewater update. She said they are still getting figures from Portsmouth regarding linking in with them. She has had a couple meetings on the Wastewater Treatment Plan. The first step is the preliminary design. They are looking at different options. It was a very technical meeting with Wright-Pierce. They presented four options: MLE treatment process, Bardenpho process, sequencing batch reactor, and broliac. She said each has advantages and disadvantages. At the meeting, the Bartenfo process was the preferred process. At this point in time, Bob Kelly talked about a joint BOS and Water/Sewer Advisory Committee meeting to talk about these options. They still have a 2016 June start date. They are giving Wright-Pierce the go ahead.

The Board talked about having a meeting soon. They would like to get a full presentation for a recommendation. Chairwoman Gilman would like to meet next week, before the next BOS meeting. She asked the Board and Ms. Perry to come up with a date.

Brian Griset said there is an 8 mg standard in Portsmouth. He asked if their numbers will reflect 5 and 3 mg. Selectman Chartrand said they are not required to do 5 and 3. Ms. Perry said she doesn't know what they have.

Ms. Perry and the Board threw out a proposed date of June 8 for the combined meeting.

7. Regular Business

a. Tax, Water/Sewer Abatements & Exemptions

The two Intent to Cut requests were tabled.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Yield Tax for map 56, lot 3, unit 1 in the amount of \$1,121.24. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve a Yield Tax for map 46, lot 4 in the amount of \$1,107.13. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 110, lot 2, unit 22 in the amount of \$76.72. Motion carried – all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 110, lot 2, unit 107 in the amount of \$72.43. Motion carried –all in favor.

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to approve abatement for map 110, lot 2, unit 107 in the amount of \$57.33. Motion carried –all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Surman to waive the \$41.88 late fee from a tax bill for December 2014 for Katherine Booth. Motion carried – all in favor.

b. Permits & Approvals

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to approve an application for use of the Town Hall by Jean Schwab for a Seacoast Wind Ensemble concert band rehearsal on June 9, 2015 from 630pm-930pm. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Vice Chair Clement to approve the application for use of the Town Hall by Roger S. Wilkins for a Town Hall Meeting on Veteran's Issues on June 25, 2015 from 830am-1030am. Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve the application for use of the Town Hall for the NH Children's Trust Fiddle Ensemble on April 16, 2016 from 2pm(set up time)-11pm (clean up time). Motion carried – all in favor.

A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve the application for use of the Town Hall by Trisha Allen for a Public Works Dept. Retirement send-off on June 19, 2015 from 10am-3pm. Motion carried –all in favor.

c. Town Manager's Report

Mr. Dean included his report in the packet, and talked about the following:

- Held a meeting with Police Chief, DPW Director and Fire Chief to discuss items of interest/cross department discussion
- His time at the "Shoot Don't Shoot" exercise at het Police Department
- A meeting with Randy Owen and Kevin Smart regarding updates to Fleet Study. He said there is no centralized system of vehicle maintenance
- The Memorial Day Parade. Selectwoman Belanger thanked everyone who came out for the parade. She recommended inviting volunteers and community members to walk with the Board. Selectman Chartrand suggested stopping at the Academy's memorial too.
- Town cash meeting with Finance, Treasurer on May 28th for finalizing April. He said Sue Penny is functioning well as the new Treasurer.
- Citizen Requests/complaints- Smoking in public park. Chairwoman Gilman wants to look into this.

Chairwoman Gilman also wanted to inform that press stories on the loka are not done without the consent of the owner.

d. Committee Reports

Selectwoman Belanger reported a Conservation Committee meeting next Tuesday. They will be delivering rain barrels on Saturday morning.

Selectman Chartrand reported an EEDC meeting on May 19, where they elected officers. There was also a report on housing and a presentation on public transportation.

Selectwoman Surman had nothing to report.

Vice Chair Clement reported a Planning Board meeting last week. He said they talked about policies and procedures. They meet again this week. The PEA wants to relocate their tennis courts. He also went to two meetings on the Wastewater Treatment Plant and has a Unitil breakfast tomorrow morning at 5am.

Chairwoman Gilman reported a Historic District Commission meeting and a Heritage Commission meeting where there were requests for demo review and they had made some recommendations.

e. Correspondence

The following correspondence were included in the packet:

- A memo from Brian Comeau. A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger that the BOS approve the 2 Way Communications as the vendor for the Fire and Police Communications project. Motion carried – all in favor.
- A letter from Daniel Demers about a putting a bench in front of D Squared Java. A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to approve placement of one bench that is 5 feet long, 16 inches deep, and 24 inches tall outside of D Squared Java. Motion carried –all in favor.
- A letter from NHDES
- A letter from the NH Highway Safety Agency
- A proposed to Mr. Lewis. Vice Chair Clement suggested changing some wording. Selectwoman Surman had a problem with the letter. She said it is an inappropriate use of BOS power and that it is too harsh. A Motion was made by Selectman Chartrand and seconded by Selectwoman Belanger to rework the letter to soften the language and send it off. Motion fails – Belanger and Chartrand vote yes, Surman and Gilman vote nay, Clement abstained. Selectwoman Belanger said the

intent is to open up dialogue. Mr. Winham said he met with Mr. Lewis. He suggested trying to illicit some dialogue to get him to sit down and see what he wants to do with his property. The Board decided they would put this on the next agenda.

8. Review Board Calendar

The next BOS meeting will be June 15, 2015.

10. Adjournment

A Motion was made by Selectwoman Belanger and seconded by Selectman Chartrand to adjourn the meeting at 10:24pm. Motion carried – all in favor.

Respectively submitted,

Nicole Piper
Recording Secretary



TOWN OF EXETER, NEW HAMPSHIRE

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

www.exeternh.gov

May 13, 2015

TO: Board of Selectmen
Russ Dean, Town Manager

FROM: Michael Favreau, Director of Parks and Recreation

RE: Use of Impact Fees for Study

As a second part of the presentation on the 2014-2015 Recreation Needs Assessment and Planning Report on Monday night (5/25) I would like to request the use of Impact Fees to do a study of the Assessment's number one recommendation, an indoor sports center. The fund as of April 30, 2015 has \$25,826.41 in the account. I would anticipate the study would cost \$10,000-\$15,000.

Before we could evaluate this recommendation we would need to know the following:

- Is the Recreation Park an adequate site using the additional land behind the pool?
- How would construction be done given the location of the tennis courts and Planet Playground and is a redesign of the park warranted?
- What would the cost of this project be?
- Can the building be self-sufficient or run at a profit once constructed?
- Lastly although not looked at in the study per se, is the fact we did a low frequency inspection in the fall 2014 of all town playgrounds. Although Planet Playground is fine now it is 15 years old and the general life of these wooden playgrounds is 20 years. As that time approaches a detailed inspection would be done and we should think of its replacement in the context of this building. We could be looking at a playground in excess of \$200,000.



Rockingham County Commissioners

119 North Road
Brentwood, New Hampshire 03833

Town Manager's Office

Thomas Tombarello, Chair
Kevin L. Coyle, Vice Chair
Kevin St. James, Clerk

JUN 08 2015

Received

Board of Selectmen
10 Front St
Exeter, NH 03833

June 5, 2015

Dear Exeter Board of Selectmen:

Throughout the early months of 2015, we have been meeting individually with several of the Towns and City we represent in the County to discuss the 2015 budget and issues that are relevant to you. Through feedback from these meetings, we found it would be beneficial to hold a forum inclusive of representatives from all Boards of Selectmen and Councils in Rockingham County.

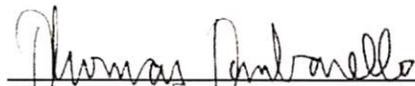
We have set a meeting date of Thursday, July 16, 2015 at 6:00pm, to be held in the Hilton Auditorium of the Rockingham County Nursing Home (117 North Road, Brentwood, NH). The proposed agenda for this meeting includes the following topics:

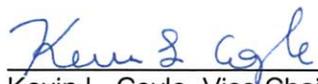
1. Dispatch Services
2. Central Bidding/Procurement
 - a. Electricity Suppliers/Rates
3. County Services Offered
4. County Services Recommended

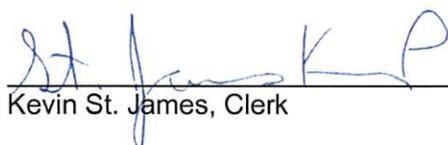
We cordially invite you to send one representative from your Town or City to participate, as your input is essential in ensuring the best use of County resources. If you are able to attend, please RSVP with your representative's name and contact information by Monday, July 6, via email, phone, or fax listed below.

We look forward to meeting with you and exploring how we can strengthen the County's partnership with Exeter.

Sincerely,


Thomas Tombarello, Chair


Kevin L. Coyle, Vice Chair


Kevin St. James, Clerk



Application for Special Events

Forms can be mailed: Town of Exeter, 10 Front Street, Exeter, NH 03833
Faxed #: 603-821-9246 or emailed: sriffle@exeternh.gov

Facility Use: Town Hall Bandstand

Representative Information:

Name: _____ Email: _____

Address: _____ Phone: _____

Organization Information:

Name: _____ Address: _____

Website: _____

Event Day - Contact Name/Number: _____

Event Details:

Political Rally Media Present – Attach Details

Date: _____ Time of Event: _____ Time for set-up/clean-up: _____

Detailed Event Description: _____

Speakers/Potential Candidates: _____

Security Concerns: _____

____ Estimate # of Attendees: _____ Police Detail and Parking Plan Attached: Yes No

Yes	No	Details:
<input type="checkbox"/>	<input type="checkbox"/>	Food/Beverages served
<input type="checkbox"/>	<input type="checkbox"/>	Street Closures – list streets _____
<input type="checkbox"/>	<input type="checkbox"/>	Sound system
<input type="checkbox"/>	<input type="checkbox"/>	Bringing in equipment? List items: _____
<input type="checkbox"/>	<input type="checkbox"/>	List Town equipment you will use: _____
<input type="checkbox"/>	<input type="checkbox"/>	Using electricity? Source: _____
<input type="checkbox"/>	<input type="checkbox"/>	Scaffolding/bleachers/platforms used (dimensions): _____
<input type="checkbox"/>	<input type="checkbox"/>	Entertainment Details: _____
<input type="checkbox"/>	<input type="checkbox"/>	Optional trash removal (\$100 charge)
		Health and Safety:
<input type="checkbox"/>	<input type="checkbox"/>	Barricades/cones used: _____
<input type="checkbox"/>	<input type="checkbox"/>	Fire/Ambulance Detail scheduled
<input type="checkbox"/>	<input type="checkbox"/>	Police Detail scheduled

Requirements:

Cleaning Deposit: A cleaning deposit of **\$200** (separate check) is required. If the town determines that the building was acceptably cleaned, the deposit fee will be returned to the user. No food is allowed in Main Hall of the Town Hall. If food is to be served and/or prepared in foyer of Town Hall, the electrical outlet cannot exceed 20 amps. For more information call Kevin Smart, Maintenance Superintendent at 773-6162 prior to use.

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

Rental Fee: For Town Hall use there is a fee of **\$1,500.00** per day.

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

Police/Fire: Reserves the right make the final determination on whether sufficient detail coverage has been scheduled.

This application is being submitted with the understanding that the Special Event will be conducted in accordance with all applicable Town Ordinances, laws of the Town of Exeter and that all information submitted is true correct, and complete. The applicant agrees he/she has read and will comply with all of the terms, conditions, and stipulations of this permit, all ordinances of the Town, and all other applicable laws, and understands that failure to comply will result in immediate revocation of this permit. Permit approvals are contingent upon proper insurance and fees paid to the Town of Exeter.

Applicant signature: _____ Date: _____

Chief of Police Approval: _____ Date: _____

Police Comments: _____

Fire Chief Approval: _____ Date: _____

Fire Comments: _____

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

Office Use Only:

Liability Insurance: Received In-process will receive by _____

Fees: Payment received - Form/amount: _____ Deposit received - Form/amount: _____

List for Selectmen's meeting June 15, 2015

Abatements

Map/Lot	Location	Refund
52/52	108 Portsmouth Ave	2,811.87
65/93	41 Hall Place	4,067.97
52/49	94 Portsmouth Ave	Denial
111/5/11	11 Green Gate CG	123.79
65/129	3 Alumni Dr	84,992.08
73/1	90 Front St	5,102.55
73/1	90 Front St	5,096.67
73/1	90 Front St	5,075.14

Yield Tax

Map/Lot	Location	Amount
113/3	Powder Mill Road	214.89
113/5	Powder Mill Road	422.08

Miscellaneous

PA-28 Form for DRA



TOWN OF EXETER, NEW HAMPSHIRE

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www.town.exeter.nh.us

April 21, 2015

Board of Selectmen
10 Front Street
Exeter, NH 03833

Re: Map-lot: 104-79-1016

Dear Selectmen and Selectwomen:

This is a refund request for the \$16.45 in interest paid on the 2014 TAX02 bill for the manufactured home located in Exeter River Landing.

One of the two owners of the property came in on March 30, 2015 with a check and paid the 2014 TAX02 bill for \$463.38 plus \$16.45 in interest. The owner also provided us with a letter from Laura C. Caprario, MD from Steward Holy Family Hospital Cancer Management Center in Methuen, Massachusetts. The letter is attached.

In speaking with Sue Benoit who does not know the owners, an individual can only obtain Social Security Disability if they cannot work for at least a year and for some they can never work again.

Please approve the \$16.45 refund for interest paid on the 2014 TAX02 bill. Thank you.

Sincerely,

Linda A. Fecteau
Deputy Tax Collector

Approved by Selectboard on _____.

Holy Family Hospital

A STEWARD FAMILY HOSPITAL



January 23, 2015

RE: Kenneth Bower

DOB: 6-26-1957

247 Exeter River Landing

Exeter, New Hampshire 03833

ACCOUNT NUMBER: _____

To whom it may concern,

The above mentioned patient is under my care and being treated at The Steward Holy Family Hospital Cancer Management Center. Mr. Bower is currently receiving treatments 5 days per week.

Mr. Bower has been out of work since September 2014, and due to his illness, he is unable to work.

The patient is in the process of obtaining Social Security Disability, however this can be a lengthy and time consuming process.

I ask that you please be considerate of Mr. Bowers situation, and extend any courtesies or discounts that may be available. The family has mounting medical bills due, and on a very limited income.

If any further information is needed from me, please do not hesitate to contact my office.

We would be happy to provide you with any further information that can assist Mr. Bower.

Sincerely,

Laura C. Caprario, MD

Laura C. Caprario, MD

Steward Holy Family Hospital

Cancer Management Center

70 East Street

Methuen, MA 01844

Office phone (978) 687-0156 ext. 2021



Application for Use of Town Facility

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

Faxed #: 603-772-4709 or emailed: sriffle@exeternh.gov

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

Signboard Requested: Poster Board Week: 5-30-16 Plywood Board Week: _____

Representative Information:

Name: Evelyn Orr Address: 277 Water Street, Apt. 214

Town/State/Zip: Exeter Phone: 778-1287

Email: evelynorr@hotmail.com Date of Application: 6-8-2015

Organization Information:

Name: Exeter Women's Club Address: _____

Town/State/Zip: Exeter, NH Phone: _____

Reservation Information:

Type of Event/Meeting: Yard Sale Date: 6-3 and 6-4-2016

Times of Event: 6-4 8 a.m. - noon Times needed for set-up/clean-up: 6-3 8 a.m. to 6-4 2:30 p.m.

of tables: All # of chairs: _____ Will food/beverages be served? No

List Town equipment you request to use: _____

Comments: _____

Requirements:

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

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

Rental Fee: For Town Hall use there is a fee of \$75.00 per day, a payment of \$250 may be required for use of main floor and stage for more than a single day. You may request a waiver of the rental fee in writing.

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

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

Applicant signature: Evelyn Orr Date: 6-8-15

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

Office Use Only:

Liability Insurance: On file In-process Will receive by _____
Fee: Paid Will pay by _____ Non-profit fee waiver requested



TOWN OF EXETER, NEW HAMPSHIRE

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www.town.exeter.nh.us

June 5, 2015

TO: Russ Dean, Town Manager
Board Of Selectmen

FROM: Michael Favreau

RE: Surplus Mower

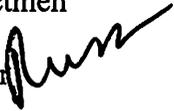
The Parks and Recreation currently has in storage a Button 60" walk behind mower. It is between 17-20 years old and is very difficult to get parts for now. We have not used it in a few years. We would like to have it declared surplus and offer it up for bid. Thank you.





**TOWN OF EXETER
MEMORANDUM**

TO: Board of Selectmen

FROM: Town Manager 

RE: Banners

DATE: June 15, 2015

As you are aware, Convenient MD and our Parks/Recreation Department have a sponsorship arrangement with Convenient MD providing logos on shirts and getting recognition in the Parks/Recreation Brochure.

As you recall, Convenient MD sought the ability to hang banners at the Recreation Park (2 banners) and Brickyard Park (1 banner) to reflect their sponsorship of our Parks/Recreation programs. Convenient MD also has a similar arrangement with the Town of Stratham to hang multiple banners at their parks.

We seek the Board's concurrence in allowing the banners to be hung. Both Parks/Recreation and I are supportive of this request as an appropriate recognition of the sponsorship of Convenient MD.

We have provided photos of other banners in the Town, to illustrate there is precedent for hanging banners at sports fields within the Town to reflect sponsorship. Thank you.

ConvenientMD

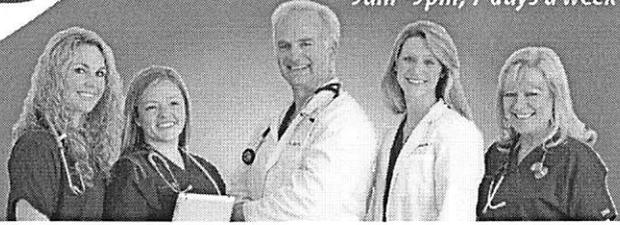
URGENT CARE

JUST WALK IN!

9am - 9pm, 7 days a week



Proud Sponsor of Exeter Parks & Recreation





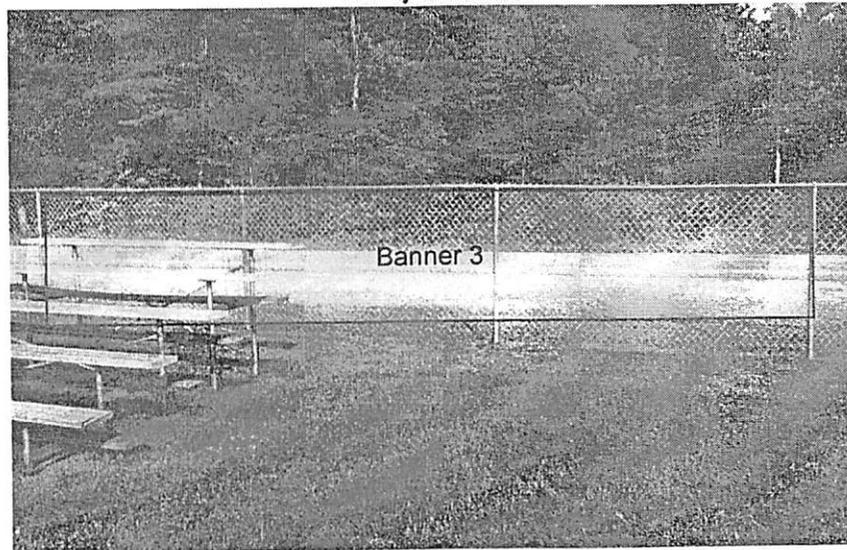
Currier Field



Currier Field



Brickyard Park



Town Manager Updates

Submitted by: Russell Dean, Town Manager

Week Ending: June 12th, 2015

Updates

The Town is seeing a number of personnel announcing retirements, including:

- Assistant Chief Ken Berkenbush, who is retiring from the Exeter Fire Department and has been appointed the next Fire Chief in Amesbury, MA;
- Sue Benoit, Welfare Administrator, has announced her retirement effective July 7th;
- Grace Rogers, Office Manager DPW has announced her retirement.
- Skip McEvoy, Heavy Equipment Operator, DPW, has announced his retirement.

The employees listed above have a combined 72 years of service with the Town of Exeter.

An Exeter News-Letter article on Friday, June 12th discussed a potential parking discussion in July. This discussion would center around a needed update to the downtown parking study conducted in 2002. This will be put into a CIP request for the Board's review and consideration.

A budget recommendations committee workgroup convened on June 10th to review budget process issues including CIP and the role of subcommittees. Chairman Corey Stevens will be at the June 29th Board meeting to give an update.

Completed Gilman Street Agreement process including signatures and recording.

Completed Exeter Mills Agreement process including signatures and recording.

Attended the Women's Club Bench dedication in Swasey Parkway on June 2nd.

MC'd the Chamber of Commerce Forum on Economic Development at the Newmarket Mills on June 3rd.

COAST Route 7 pamphlet being finalized to reflect the new M/W/F/Saturday service.

The PREP grant application to study creating a fertilizer ordinance has been submitted.

Fire bargaining kickoff meeting June 3rd.

Reviewed EXTV equipment and personnel needs with IT Coordinator June 4th.

Attended an Economic Development Commission meeting on June 8th. Arlon Chaffee of Newmarket was the guest speaker. Arlon spoke about Newmarket's experience with the non profit EDC model – the Newmarket Community Development Corporation.

Attended MMANH Conference in Hampton June 10th – 11th.

Project Updates

1. Road Paving – Awaiting schedule from Bell & Flynn.
2. Downtown Sidewalks – Millenium Survey started elevation surveys May 26th.
3. Linden Street Bridge – Received wetlands permit; construction bids open June 15th at BOS meeting.
4. String Bridge – Hoyle/Tanner has completed engineering study and it has been submitted to NHDOT for review.
5. Great Dam – Mills Agreement executed; meeting with DES on wetlands application.
6. Lincoln/Daniel/Tremont Street water/sewer lines – Engineering agreement with CMA approved.
7. Groundwater Treatment Plant – Gilman Well pump house reconstruction.
8. Tree Program – starting tree ID inventory in Swasey Parkway with Fred Borman, Rockingham County forester.

Other

1. Review Monthly Department Reports
2. Town Planner Transition/Planning Board/RPC/Outside Review
3. New Hire(s) – Temp/Seasonals (EXTV, Recreation Camp)
4. Resignations – None.
5. Citizen requests/complaints – smoking in public park (Kids Park)
6. Tax issues – deeding/late tax issues, camper tax issues.

Upcoming Calendar

1. BOS Special Meeting/WWTF Work Session – June 17th
2. BOS Regular Meeting – June 29th
3. BOS Regular Meeting – July 13th
4. BOS Regular Meeting – July 27th

June 5, 2015

Town Manager's Office

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

JUN 08 2015

Received

Dear Mr. Dean,

We, members of HERON, are requesting a meeting with you and DPW Director, Jennifer Perry, to get an update on the status of the sidewalk project. This meeting will be a great opportunity for us to understand the scope and projected timeframe of the project. At the same time, the meeting will afford us the opportunity to ask any questions that we might have, and for you and Ms. Perry to provide any information you'd like to the downtown merchants.

We understand that meetings of this nature are difficult to schedule but we are requesting an early morning meeting within the next few weeks. Please coordinate this meeting with Beth Dupell, beth@ecm-design.com.

Thank you.

Cate Cahill Tranquility Salon + Skin Care Owner
Tobeen George + Phillip T. VP
Shirley Potts Two Flights Down owner
Bob Gurn Deane
David Black ecm owner
Craig Leach Billingsgate owner
Wannu Lewis Top Drawer owner
Wendy M. Yellow Goldsmith
Richard Bowles Exeter Music
Janet W. Vincent WATER ST. BOOK STORE, OWNER
Joan Gallagher Exeter Tailor Shop
Mike Stairway to Heaven Comics, owner
Whirlygigs Toy Shop - owner
Kryta Pop Culture - owner
Katherine Trends Gift Gallery, owner
Cheri Smica Puddlejumpers, owner

Ken Segal & Pictures Worth co-owner
~~Howell~~ Charles Caswell 11 Wake Street
Deborah J. Karpel PK Burroughs owners
Kurtz Ganesh Imports + Serendipity owner
Susan Rubov Head Hunters Salon owner
Jaime Lopez Inn by the Bandstand, owner
Gordon cymbidium floral, owner
Lori Whitney, The Green
Bear/Station 19
Alfano Yukins / simply vogue / owner



TOWN OF EXETER, NEW HAMPSHIRE

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www.exeternh.gov

LEGAL NOTICE EXETER PLANNING BOARD AGENDA

The Exeter Planning Board will meet on Thursday, June 25, 2015 at 7:00 P.M. in the Nowak Room of the Exeter Town Office Building, 10 Front Street, Exeter, to consider the following:

NEW BUSINESS: PUBLIC HEARINGS

✓ The application of Felder Kuehl Properties LLC for a site plan review of a proposal for the construction of a mixed-use (commercial/residential) building and associated site improvements on the property located at 85 Epping Road (corner of Epping Road and Meeting Place Drive). The subject property is located in the C-2, Highway Commercial zoning district. Tax Map Parcel #55-75. Case #21507.

The application of Kenneth Ma (J&M Evergreen Realty Trust) for a minor non-residential site plan review of the proposed construction for parking and associated site improvements on the property located at 55 Portsmouth Avenue. The subject property is located in the C-2, Highway Commercial zoning district. Tax Map Parcel #65-139. Case #21512.

OTHER BUSINESS

EXETER PLANNING BOARD
Kelly Bergeron, Chairwoman

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT
OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

CERTIFIED MAIL®



7015 0640 0007 9810 7748

Please be advised that you have received this notice, as you are an abutter to one of the above applications being considered by the Planning Board. If you have any questions, please contact the Planning & Building Department at (603) 778-0591, x 112. This meeting will also be televised on EXTV Channel 22 at 7:00 PM and at various times following the meeting.

Town of Exeter
10 Front Street
Exeter, NH 03833

LEGISLATIVE BULLETIN

Bulletin #24

2015 Session

June 12, 2015

INSIDE THIS ISSUE:

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<i>RGGI Bills</i>	4
<i>Legislators Against Downshifting</i>	5
<i>House Calendar</i>	6
<i>NHMA Webinar</i>	6

NHMA Government Affairs Contact Information

Judy A. Silva
Executive Director

Cordell A. Johnston
Government Affairs Counsel

Barbara T. Reid
Government Finance Advisor

Timothy W. Fortier
Communications & Member
Services Coordinator



25 Triangle Park Drive
Concord, NH 03301
Tel: 603.224.7447/Fax: 603.415.3090
NH Toll Free: 800.852.3358

Email: governmentaffairs@nhmunicipal.org
Website: www.nhmunicipal.org

Committee Gets an Earful About Risk Pools

A standing-room-only crowd, consisting largely of municipal and school district officials, turned out for this week's Senate Finance Committee meeting about the regulation of pooled risk management programs. As we noted last week, the meeting was prompted by concern about Property-Liability Trust's recent announcement that it will not write any new coverage. A number of local officials spoke about their alarm and, in some cases, anger that PLT is being forced to run off its business, leaving no competition for public entity insurance coverage for worker's compensation and property and liability risks.

One speaker stated, for example, that when his school district shopped for coverage last year, one risk pool's quote for property-liability coverage was 45 percent higher than the other, while its quote for worker's compensation was 10 percent lower; so the district naturally split its business, choosing the lower quote for each line. We have heard similar stories from many municipalities and school districts; splitting the business is common. That possibility, of course, will no longer exist.

The committee also heard lengthy testimony from the insurance expert who had served as the Secretary of State's insurance consultant for almost three years, including several months as a liaison to PLT. He explained the history of risk pool regulation in New Hampshire and stated that if risk pools are going to be regulated by the state, there need to be much clearer standards than exist in RSA 5-B. He said the absence of standards may have contributed to the unusually adversarial relationship between the Secretary of State's office and some of the risk pools, and may be responsible for much of the litigation over the last five years.

He also stated that, having worked extensively with PLT for many months, he believes PLT is solvent and has a viable plan for continuing to provide coverage, and he supported that plan; yet the Secretary of State's office, which has no other insurance expert, objected to the plan, as a result of which PLT had little choice but to run off its business. No explanation for that objection was offered. Representatives from the Secretary of State's office were present but declined an opportunity to speak.

Risk Pools - continued

A majority of the committee members clearly understood both the seriousness and the urgency of the problem. Unfortunately, with the Senate having rejected one amendment that would have transferred regulatory authority to the Insurance Department and another that would have specifically authorized PLT to stay in business, there is no legislative option left. It is unclear whether there is a non-legislative option, but we do know that a few senators are determined to find a solution.

Even absent a legislative option, we strongly encourage local officials to talk to their legislators about this situation. If there is to be any acceptable solution, it will require that the people who are in a position to do something understand how serious the problem is. ***Please make sure your representatives and your senators know about the problems for local governments that will result from reduced competition among risk pools.***

Budget Goes to Committee of Conference

As anticipated, the House did not concur with the biennial budget changes in **HB 1** and **HB 2** adopted last week by the Senate; instead, the House requested a committee of conference to negotiate the differences between the two budgets. The committee, comprising five House members and four senators (along with numerous alternates from both bodies) will begin meeting this afternoon and will continue what we expect will be lengthy deliberations next week, with the goal of reaching a compromise on the two-year budget by next Thursday.

Both the House and the Senate revised their revenue estimates this week. Although there are differences between specific sources, their total revenue projections through June 30, 2017 are relatively close. However, that is not the case on the spending side, which is where most of the negotiating will need to occur. This includes significant differences in state aid to municipalities:

- The Senate included \$5 million for the meals and rooms tax distribution catch-up formula in the second year of the biennium, while the House level-funded the distribution for both years.
- The Senate fully funded highway block grants, including the additional amount from last year's road toll increase. The House had cut those grants by \$8 million.
- The Senate included \$3.4 million for state aid construction (for improvements to state roads that intersect local roads). No funding for that program was included in the House budget.
- The Senate removed language the House had included in **HB 2** that would limit flood control payments under interstate compacts.

Budget - continued

- The Senate added \$100,000 for the Secretary of State to purchase cameras for use by municipal election officials. The House did not include this funding in its budget, but retained the voter photo requirement in law.
- The Senate changed the education funding computations in fiscal year 2017 to ease into elimination of both the cap and the stabilization grants, whereas the House budget made significant changes all at once.

We will attend the committee of conference meetings religiously until a compromise is reached and will keep you posted, as needed, while the process proceeds to a final resolution.

Committee of Conference Week

Yesterday was the deadline for the House and Senate to form committees of conference. For the next week, the only significant legislative activity will be in those committees. Click [here](#) for a complete list of the committees of conference, their members, and when they are meeting.

Here is a refresher on the process. Each committee of conference comprises three senators and four representatives (except for the budget and trailer bills, which have four senators and five representatives, plus several alternates). For a House bill, the first-named House member serves as chair of the committee; for a Senate bill, it is the first-named senator. The members from each chamber are charged with defending their chamber's position (thus, someone who voted against the bill ordinarily will not be appointed to the committee), but of course the point is for the two sides to negotiate. The committee may adopt the House version of the bill, the Senate version, or a compromise. What it may not do is add any new subject matter to the bill—*i.e.*, any subject matter that was not included in either the House or the Senate version of the bill.

A committee of conference may take action only by unanimous agreement of all members. Not surprisingly, there are times when one House member or one Senate member (typically a member of the minority party) does not agree with the rest of the committee. In those cases, it is not unusual for that member to be removed by the Speaker or the Senate President and replaced with another legislator who will agree.

If the two sides cannot reach an agreement, they will issue a report to that effect, and the bill dies without further action. If they do reach an agreement, the committee's recommendation goes to both the House and the Senate. For the bill to pass, each chamber must adopt the committee's recommendation. If either chamber rejects the recommendation, the bill dies. It is rare, but not unheard of, for a committee of conference report to be rejected. What the House and Senate may not do is amend the bill as recommended by the committee of conference. It is an up-or-down vote, with no opportunity for changes.

Committee of Conference - continued

All committee of conference reports must be signed by next **Thursday, June 18**. The reports will go the Senate and House for action the following week; the deadline for both chambers to act on the reports is **Thursday, June 25**.

No Bulletin Next Week

Because no changes can be made to a bill after the committee of conference issues its report, the coming week is the last real opportunity to influence any legislation. After that, the only point of legislative advocacy would be to encourage the House and Senate to support or reject a committee of conference report; and, as stated above, once the committee adopts a report, passage by the House and Senate is virtually assured. Apart from the budget, there are only a few committees of conference that are of great interest to municipalities, and we do not anticipate that we will need to mobilize support (or opposition) on any of them.

For those reasons, and unless something unusual happens, ***there will be no Legislative Bulletin next week***. The last regular *Legislative Bulletin* will be published on Friday, June 26. If there is a need for action before then, we will issue a Legislative Alert.

Committee of Conference on RGGI Bill

As we reported last week, the Senate passed an amended version of **HB 208**, the regional greenhouse gas initiative (RGGI) bill, that would provide up to \$5 million for local government energy efficiency projects. This is dramatically different from the House version of the bill, which would *eliminate* all money for those projects and instead rebate to ratepayers all of the proceeds from the sale of carbon dioxide allowances.

As expected, the House did not concur with the Senate's amendment, so a committee of conference has been appointed. We are confident that the Senate conferees will stick to their position on the bill; the challenge is to get the House conferees to agree. Actually, if they cannot reach agreement and the bill dies, that would be preferable to adopting the House version of the bill, because it would leave in place the existing law, under which municipal projects are eligible for up to \$2 million per year. However, the Senate version is definitely preferable.

As a reminder, a broad range of interested parties supports the Senate version, including the Business and Industry Association, the state's largest manufacturer (BAE Systems), the PUC's Office of the Consumer Advocate, and NHMA. The issue is not whether RGGI is going to remain the law—it definitely is—but whether the funds will be put to good use. The Senate version accomplishes that.

The House conferees are Representatives Glen Aldrich (Gilford), Richard Barry (Merrimack), Herbert Vadney (Meredith), and Michael Vose (Epping). If any of them are your representatives (or even if not), **please contact them now and urge them to support the Senate's version of the bill**.

Coalition of Legislators Against Downshifting

The Coalition of Legislators Against Downshifting (CLAD) met on Thursday. (See [*Bulletin #16*](#) for a description of the coalition and our presentation to them in April.) The featured speaker this week was Mayor Ken Merrifield from the City of Franklin, who discussed the extent and impact of state aid reductions to his city over the past several years.

According to Mayor Merrifield, in fiscal year 2014 the city received \$838,000 less in state revenue than it had just a few years earlier; the decrease included the loss of revenue sharing and the state retirement contributions for teachers, police and fire-fighters, as well as reductions in meals and rooms tax and education adequacy funding. With total revenues of approximately \$10 million, a loss of \$838,000 is nearly a 10% reduction. He explained that while Franklin is starting to see vacant downtown space occupied by new retail businesses and other positive signs of new development, this economic growth is not, and will not be, sufficient to offset the loss of state revenues. The city's infrastructure (particularly roads) is suffering, with no capital outlay planned in the next budget, while property taxes continue to rise. While expanding the economy is key, the mayor also indicated that several manufacturing facilities with over 100 job openings are having difficulty finding applicants who can pass the drug screening process. He is concerned that a good workforce, vital to expanding the economy, is being threatened by drug abuse. Of the three dozen representatives in attendance, many indicated concerns similar to those expressed by the mayor.

Additionally, Representative Tom Bucu of Conway presented a summary of the funding status for state aid grants for water and wastewater projects. He provided a [list](#) of fifty-two projects that are eligible for state grants under current law but will not receive any funding under either the House or the Senate version of the fiscal years 2016-2017 budget due to the continuation of the moratorium in **HB 2**. Many representatives were surprised to see their municipalities on this list.

CLAD is planning to meet once again before the end of the legislative session. We ask you to encourage your representative(s) to join this coalition. Downshifting to municipalities, improving local economies, and educating legislators and the public about the impact of state-level decisions on local property taxes are all issues that should be of concern to every legislator. With your urging, the next meeting of CLAD could (and should) be standing-room only!

[Click here](#) for the NH School Boards Association's
Legislative Bulletin.

HOUSE CALENDAR

Joint House/Senate Meetings Are Listed Under This Section

FRIDAY, JUNE 19

ENERGY EFFICIENCY AND SUSTAINABLE ENERGY BOARD (RSA 125-O:5-a), PUC Offices, 21 S. Fruit Street, Concord
9:00 a.m. Regular board meeting.

FRIDAY, JUNE 26

ASSESSING STANDARDS BOARD (RSA 21-J:14-a), NH Department of Revenue Administration, 109 Pleasant Street, Concord
9:30 a.m. Regular board meeting.

SENATE CALENDAR

There are no Senate hearings next week.

HOUSE/SENATE FLOOR ACTION

There is no House or Senate floor action to report this week.

NHMA Webinar

NHMA Webinar - 2015 Legislative Wrap-Up

Event Date: TUESDAY, June 30, 2015
Time: 12:00 PM - 1:00 PM
Contact: NHMA (603) 224-7447 Ext. 3408

Join Government Affairs Counsel Cordell Johnston and Government Finance Advisor Barbara Reid for a review of the highlights of the 2015 legislative session. This will be after the legislative session ends, so except for possible vetoes, all legislative action will be final.

This webinar will discuss the most significant bills of municipal interest that made it through the legislature this year, as well as a few that failed but may be back next year. The discussion will include, among others, the state budget, highway funding, state aid grants for water and wastewater facilities, the Right-to-Know law, planning and zoning issues, assessing, and local governance issues.

This webinar is open to members of the New Hampshire Municipal Association.

[Click here to register before June 29](#)



State of New Hampshire Department of Safety

John J. Barthelmes, Commissioner

Kevin P. O'Brien, Assistant Commissioner

Homeland Security and Emergency Management

Perry E. Plummer, Director

Jennifer L. Harper, Assistant Director



June 4, 2015

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

Dear Mr. Dean:

As you are aware, the Town of Exeter is a member of the Seabrook Station Emergency Planning Zone (EPZ). As an EPZ community, an annual assessment is received by your community from Seabrook Station based upon a request submitted to N.H. Homeland Security and Emergency Management (HSEM). This request is reviewed for final submission to the plant by the Commissioner of Safety based upon RSA-107B reimbursement.

As we strive to provide enhanced customer service and better meet the needs of local communities we held meetings to discuss the assessment process, allowable expenditures and the timing of the assessment reimbursement as it relates to different fiscal years of communities and the State.

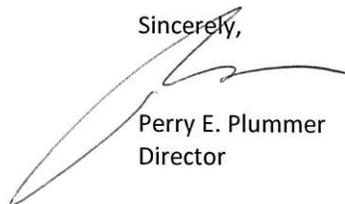
After much discussion with the Emergency Management Directors (EMDs) or their designees from the 17 EPZ communities, Seabrook Station and HSEM were able to make a much needed change to the assessment reimbursement process. This change allows communities to receive a consistent rate for "Planning and Administration" which will provide for streamlined budgeting and increased flexibility. This consistent rate is known as "Flat Rate."

As in the past, each municipality will continue to be asked to submit an assessment request to the State at the end of one fiscal year for the next year. There will be a Flat Rate of \$8,500 annually paid on a quarterly basis to each community. These funds will be available to the EMD for supplies, equipment (individual pieces < \$2,500), planning and administration for the Radiological Emergency Response Program (RERP) within the community. Payments will be made on a reimbursement basis upon receipt by HSEM of quarterly certification and invoices. In addition to the Flat Rate payment, the community has the opportunity to request training/exercise funds as well as funds for equipment that value exceeds \$2,500. To be eligible the community must submit an annual Training/Exercise and Drill Plan. Equipment requests for individual pieces of over \$2,500 must be outlined and requested during this budget time. Again, all expenditures are on a reimbursement basis.

If you have any questions, please do not hesitate to contact your Field Representative or call our Tech Hazards Section (POC: Diane Becker, Chief at 223-3616). We hope you and your community have found this process significantly easier and more flexible in meeting your specific needs. As a final comment, all 17 EPZ communities had to agree and participate in order for it to be in effect.

Thank you so much for your support of the Seabrook Station Emergency Planning Zone and ensuring the public safety of those in your communities.

Sincerely,



Perry E. Plummer
Director

Town Manager's Office

JUN 10 2015

Received

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

SCOPE OF SERVICES FOR TOWN/CITY OF _____

SEABROOK STATION ASSESSMENT – CLASS 73 (RSA 107.B)

Scope of Performance:

This reimbursement process is issued in accordance with NH RSA 107-B: 2-4, and all applicable federal and state laws, statutes, rules, regulations, policies, and other governing documents.

Funds may be expended for the purpose of maintaining the community's Radiological Emergency Response Preparedness Program for the Seabrook Station Emergency Planning Zone (EPZ). The period of performance will be state fiscal year (SFY) 2016, from July 1, 2015 through June 30, 2016. (Expenses for Drills, Exercises & Equipment >\$2,500 per item excluded from this contract.)

Budget:

The total value of this contract is _____. Payment will be issued upon receipt and acceptance of adequate documentation of completion of contract performance requirements.

One-quarter of the awarded flat funding will be distributed upon execution of this contract and receipt of checklist completion #1. The balance of the flat rate funding will be distributed quarterly thereafter upon satisfactory completion of the checklist activities for each quarter (Checklist #2, #3 and #4). Quarters will be based upon the State Fiscal Year (July-June).

* Quarter 4 Certification must be returned by June 1st in order to issue reimbursement in the proper fiscal year.

Reporting:

The community's Emergency Management Director must complete the activities listed in Section 2, *Emergency Management Director RERP Maintenance Checklist*, throughout the fiscal year.

The community agrees that all financial and programmatic records, supporting documents, statistical records, and other records associated with this contract are required to be retained for a period of seven (7) years, beginning on the first day after the final payment under this contract, or such longer period as is necessary for the resolution of any litigation, claim, negotiation, audit or any inquiry involving this contract.

QUARTER

CERTIFICATION DUE DATE (NLT)

#1 July-September

October 16

#2 October – December

January 15

#3 January – March

April 15

#4 April – June

June 3*

[TOWN LETTERHEAD]

DATE: Month XX, 201X

INVOICE NO: X

REQUEST FROM: Town of _____
Address
Town, NH Zip

FOR: Seabrook Station, Flat Rate Submission, FY 2016
Quarter X

AMOUNT: \$2,125.00

The Required Emergency Management Director RERP Maintenance Checklist is attached and verifies that the town is performing activities to maintain a high level of preparedness for responding to a radiological emergency.

APPROVED BY: _____
Name/Title

SEABROOK STATION EPZ – FY 2016

EMERGENCY MANAGEMENT DIRECTOR RERP MAINTENANCE CHECKLIST

This checklist summarizes the activities that should be performed to maintain a high level of preparedness for responding to a radiological emergency. This checklist should provide a convenient record of the activities and the quarter of the year in which they should be accomplished.

COMMUNITY: _____ **FISCAL YEAR: 2016**

ACTIVITY	1 QTR July – Sept.	2 QTR Oct. – Dec.	3 QTR Jan.- March	4 QTR April - June
COMMUNICATIONS/EQUIPMENT:				
1. Communications tests completed.	_/_	_/_	_/_	_/_
2. Telephone numbers for personnel, facilities, and agencies verified.	_/_	_/_	_/_	_/_
3. Inventory checks completed.	_/_	_/_	_/_	_/_
4. Operational checks of EOC equipment completed	_/_	_/_	_/_	_/_
5. Operational checks of other appropriate equipment completed	_/_	_/_	_/_	_/_
6. Operational checks of school/school superintendent radios completed	_/_	_/_	_/_	_/_
7. Operational check (re-zeroing) of dosimeter kits.	_/_	_/_	_/_	_/_
STAFFING AND RESOURCES:				
1. Review and update Resource Manual, Call-out Staff Listing, Personnel Rosters, Resource Manual, Inventory and SOPs – mark changes and report to Tech Hazards/Field Rep.	_/_	_/_	_/_	_/_
2. Training arranged for appropriate personnel.	_/_	_/_	_/_	_/_

SEABROOK STATION EPZ – FY 2016

EMERGENCY MANAGEMENT DIRECTOR RERP MAINTENANCE CHECKLIST (Cont'd)

ACTIVITY	1 QTR	2 QTR	3 QTR	4 QTR
TRAINING AND DRILLS:				
1. All required training completed.	_/_	_/_	_/_	_/_
2. Training plan for next year completed and approved by Tech Hazards. (Identify quarter to be conducted)	*	*	*	_/_
3. Drill/exercise plan for next year completed and approved by Tech Hazards (as appropriate).	*	*	*	_/_
4. Participated in Drills/exercises, Workshops, TTXs as required.	_/_	_/_	_/_	_/_
RERP ANNUAL UPDATE:				
1. Facilities inspected for any alterations.	*	*	_/_	*
2. Reviewed evacuation routes and traffic/access control points for map accuracy.	*	_/_	*	*
3. Schools, day cares and other special facilities identified and transportation needs updated. (Work in consult with Spec. Fac. FR)	*	*	_/_	*
4. Signatory page of the REP plan signed by appropriate municipal official when elections held.	*	_/_	*	*
5. Local Letters of Agreement reviewed and updated.	*	*	_/_	*
6. Plan and procedures reviewed and comments noted.	_/_	*	*	*
7. Comments on plans and procedures forwarded to Tech Hazards.	_/_	*	*	*

SEABROOK STATION EPZ – FY 2016

EMERGENCY MANAGEMENT DIRECTOR RERP MAINTENANCE CHECKLIST (Cont'd)

ACTIVITY	QUARTER OF THE YEAR			
	1 QTR	2 QTR	3 QTR	4 QTR
SPECIAL NEEDS SURVEY				
1. Survey for citizens with special needs sent to all local residents.	_/_	*	*	*
2. Information received from Special Needs Survey verified and transportation needs determined.	*	_/_	*	*
3. Listing of citizens with special needs updated, verified - <u>COMPLETED</u> listing forwarded to Tech Hazards.	*	_/_	*	*
BUDGETS:				
1. RERP Resource Request(s) prepared and forwarded to HSEM by March 31st.	_/_	*	*	*
OTHER:				
1. Any roadway changes due to maintenance, construction, or other projects reported to Tech Hazards.	_/_	_/_	_/_	_/_

Signature

Date

- Reports to Tech Hazards should be made through Field Representatives unless otherwise noted.

Report Dates (NLT): Qt.1= 10/16 Qt.2 = 1/15 Qt.3 = 4/15 Qt.4=6/3



Bi-Annual Application for Structure on Sidewalk

Town of Exeter, 10 Front Street, Exeter, NH 03833
Phone: 603-778-0591 Email: sriffle@exeternh.gov

Liability Insurance Required: Certificate of Insurance to be submitted with completed application. Required Amounts: General Liability/Bodily Injury/Property Damage (combined): \$300,000-\$1,000,000 with additional personal injury of \$300,000; the Town of Exeter must be listed as an additional insured.

Applicant Information:

Name: _____ Address: _____

Town/State/Zip: _____ Phone: _____ Email: _____

Organization/Company Information:

Business Name: _____ Address: _____

Phone: _____

Description:

Please indicate the quantity requested. There is a \$25 Application fee per application.

Tables Chairs Benches Planters A-Frame sign

Use the diagram box below to indicate the exact location away from the business and the portion of sidewalk left for pedestrians. Attach separate page if more space is needed.

With the signing of this license, as Licensee, I understand and will adhere to all Town ordinances and aspects of this permit.

Applicant Signature

Date

Town use only:

Approved Not Approved - Justification: _____

Code Enforcement: _____ Date _____

Approved Not Approved - Justification: _____

Board of Selectmen/Designee: _____ Date _____